

MINUTES

Regular Meeting
Dover Housing Authority
February 17, 2009
12:15 p.m.

The Commissioners of the Dover Housing Authority met in regular session on Tuesday, January 20, 2009, at 12:15 p.m. at 4 Tolend Road, Dover, NH. The Chairman called the meeting to order.

Roll Call

John McCooey, Chairman
Barbara Caron, Vice Chair
Marjorie Briand, Commissioner
Mark Moeller, Commissioner

Also present were: Jack Buckley, Executive Director; May Glovinski, Deputy Director; Kathy Noel, Administrative Assistant; Otis Perry, DHA Capital Fund Manager; DHA Liaison Officer Mark Leno; City Attorney Allan Krans.

Minutes

The minutes of the regular meeting of January 20, 2009, were presented. Mark Moeller moved, seconded by Marjorie Briand, to accept the minutes.

On a roll call vote:

Aye

John McCooey
Marjorie Briand
Barbara Caron
Mark Moeller

Nay

None

Manifests and Correspondence

The Payroll, Housing, Section 8, Addison Place and Covered Bridge Manor check manifests were presented. Mark Moeller moved, seconded by Marjorie Briand, to approve payroll checks numbered 012208 through 012265; housing checks numbered 030222 through 030356; Section 8 checks numbered 027252 through 027264, and Section 8 Direct Deposit transactions D02665 through D02729; Addison Place checks

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numbered 003255 through 003277; Covered Bridge Manor checks numbered 001910 through 001934.

On a roll call vote:

Aye

John McCooey
Marjorie Briand
Barbara Caron
Mark Moeller

Nay

None

Reports

Mark Moeller moved to accept the following reports as presented, seconded by John Pike:

- Report of the Executive Director dated February 13, 2009. The Executive Director reported to the Board that negotiations were underway to finalize the Cochecho Waterfront Land Disposition Agreement (LDA). He also discussed with the Board the parking situation at St. John's and informed them that an appraisal of the abutting property was being done in the event we have to purchase land to expand the parking lot.
- Report of Housing Statistics for the Month of January, 2009. The Commissioners reviewed the monthly housing statistics.
- Report from DHA Liaison Officer for the Month of January, 2009. Officer Leno was pleased to report that there were no incidences of crime at DHA properties during the month of January. He discussed his report further with the Board.
- Report of Capital Fund Manager dated February 9, 2009. Otis Perry informed the Board that he was preparing the Capital Fund budget for the next fiscal year, but until the federal stimulus package is signed into law, the final figure will not

be known. He did discuss two major items that we need to address—parking shortage at Central Towers and parking shortage at St. John's.

- Senior Supportive Services Coordinator Report dated February, 2009. The Board reviewed the monthly report.
- Family Self-Sufficiency Program Report dated February 2009. The Board reviewed and discussed the monthly report.
- Financial Reports. The budget comparison for the period ended 12/31/2008 was presented and reviewed by the Board.
- Policy Review. There was no policy review this month.

On a roll call vote to accept the reports as presented:

Aye

John McCooey
Marjorie Briand
Barbara Caron
Mark Moeller

Nay

None

Resolutions

Barbara Caron moved, seconded by Mark Moeller, for the adoption of the following resolution:

RESOLUTION NO. 2009-02-17-01

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the Executive Director is authorized to withdraw the sum of \$1,200.00 in security deposits and \$21.11 in interest, for a total of \$1,221.11 from TD Banknorth Account No. 9730295791, which is a depository of security deposit funds.

BE IT FURTHER RESOLVED, that the funds withdrawn will be refunded to

eligible individuals or applied to appropriate accounts, in accordance with the Dover Housing Authority Security Deposit Policy.

On a roll call vote:

Aye

John McCooley
Marjorie Briand
Barbara Caron
Mark Moeller

Nay

None

Marjorie Briand moved, seconded by Mark Moeller, for the adoption of the following resolution:

RESOLUTION NO. 2009-02-17-02

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that Brandi Parker-Brown is hereby authorized to attend the Granite State Managers Association Tax Credit Update Training, March 26, 2009, in West Lebanon, NH.

BE IT FURTHER RESOLVED, that all expenses related to this training are hereby approved and will be paid through the Addison Place operating budget.
On a roll call vote:

Aye

John McCooley
Marjorie Briand
Barbara Caron
Mark Moeller

Nay

None

Barbara Caron moved, seconded by Marjorie Briand, for the adoption of the following resolution:

RESOLUTION NO. 2009-02-17-03

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that Change Order No. 1 to the Contract for Services between the Dover Housing Authority and Green Fields Property Management, for an amount not to exceed \$15,000, is hereby approved.

On a roll call vote:

Aye

John McCoey
Marjorie Briand
Barbara Caron
Mark Moeller

Nay

None

Miscellaneous

The Board reviewed an article from *Foster's* regarding the recent FSS Grant award.

Old Business

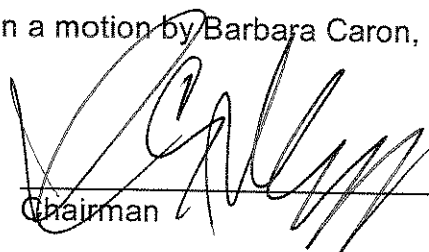
There was no old business.

New Business

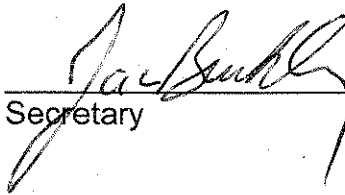
There was no new business.

Adjournment

The meeting adjourned at 12:51 p.m. on a motion by Barbara Caron, seconded by Mark Moeller.


Chairman

3/17/09
Date


Secretary

3-30-09
Date

