

## MINUTES

Regular Meeting  
Dover Housing Authority  
October 21, 2008  
12:15 p.m.

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The Commissioners of the Dover Housing Authority met in regular session on Tuesday, October 21, 2008, 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  
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 Officers Mark Leno and Ben Lilyestrom.

Commissioners Pike and Briand were absent.

### Minutes

The minutes of Executive Session of August 19, 2008, were presented. Mark Moeller moved, seconded by Barbara Caron, to accept the minutes.

On a roll call vote:

#### Aye

John McCooey  
Barbara Caron  
Mark Moeller

#### Nay

None

The minutes of the regular meeting of September 18, 2008, were presented. Mark Moeller moved, seconded by Barbara Caron, to accept the minutes.

On a roll call vote:

**Aye**

John McCooey  
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 Barbara Caron, to approve payroll checks numbered 011877 through 011959; housing checks numbered 029767 through 029911; Section 8 checks numbered 026766 through 026886, and Section 8 Direct Deposit transactions D02424 through D02482; Addison Place checks numbered 003169 through 003191; Covered Bridge Manor checks numbered 001846 through 001864.

On a roll call vote:

**Aye**

John McCooey  
Barbara Caron  
Mark Moeller

**Nay**

None

**Reports**

Mark Moeller moved to accept the following reports as presented, seconded by Barbara Caron:

- o Report of the Executive Director dated October 16, 2008. The Executive Director discussed the report with the Board, in particular, the upcoming public hearing before the city council vote on releasing the funds for the construction of the new vehicular Washington Street bridge. He stated the importance of the bridge construction to the waterfront development.

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- Report of Housing Statistics for the Month of September, 2008. The Commissioners reviewed the monthly housing statistics.
- Report from DHA Liaison Officer for the Month of September, 2008. Officer Leno gave a brief recap of his report to the Board mentioning the success of the Annual DHA Bike Parade. Officer Lilyestrom reported that his transition to the Seymour Osman Community Center was going well and that he was enjoying working with the children.
- Report of Capital Fund Manager dated October 13, 2008. Otis Perry discussed his report with the Board, in particular, the status of the Central Towers parking lot redesign. Otis explained that because the Dover Housing Authority does not own enough land to significantly increase the number of parking spaces, we may only be able to make some simple changes and add another entrance. Otis also informed the Board that the balcony contract was complete and the residents seemed very pleased with their new balconies.
- Senior Supportive Services Coordinator Report dated October, 2008. The Board reviewed the monthly report.
- Family Self-Sufficiency Program Report dated October, 2008. The Board reviewed the monthly report.
- Financial Reports. The Board reviewed the quarterly investment report for the period ended 09/30/2008.
- Policy Review. There was no Policy Review this month.

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

**Aye**

John McCooey  
Barbara Caron  
Mark Moeller

**Nay**

None

**Resolutions**

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

**RESOLUTION NO. 2008-10-21-01**

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the Executive Director is authorized to withdraw the sum of \$1,750.00 in security deposits and \$126.63 in interest, for a total of \$1,876.63 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 McCooey  
Barbara Caron  
Mark Moeller

**Nay**

None

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

**RESOLUTION NO. 2008-10-21-02**

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that Revision No. 2 to Capital Fund Program Grant No. NH36P00350108, is hereby approved.

On a roll call vote:

**Aye**

John McCooey  
Barbara Caron  
Mark Moeller

**Nay**

None

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

**RESOLUTION NO. 2008-10-21-03**

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority that the results of the email poll conducted on September 23, 2008, regarding the DHA Statement on Affirmatively Furthering Fair Housing is hereby approved, ratified and confirmed.

On a roll call vote:

**Aye**

John McCooey  
Barbara Caron  
Mark Moeller

**Nay**

None

**Miscellaneous**

There was no miscellaneous information with the meeting material this month.

**Old Business**


There was no old business.

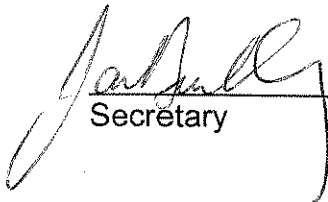
**New Business**

There was no new business.

**Adjournment**

Barbara Caron moved for adjournment, seconded by Mark Moeller. All were in favor.  
The regular meeting adjourned at 12:35 p.m.

 12/19/08  
\_\_\_\_\_  
Chairman Date

 12-2-08  
\_\_\_\_\_  
Secretary Date