

MINUTES

Regular Meeting
Dover Housing Authority
March 18, 2008
12:25 p.m.

The Commissioners of the Dover Housing Authority met in regular session on Tuesday, March 18, 2008, at 12:25 p.m. at the Dover Housing Authority office. The Chairman called the meeting to order.

Roll Call

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

Also present were: May Glovinski, Deputy Director; Officer Mark Leno, Jr., DHA Liaison Officer.

Minutes

The minutes of the regular meeting of February 19, 2008, were presented. Mark Moeller moved, seconded by Barbara Caron, to accept the minutes as presented.

On a roll call vote:

Aye

John McCooey
Barbara Caron
Mark Moeller

Nay

None

Abstain

Marjorie Briand
John Pike

Marjorie Briand and John Pike abstained from voting on the February 19th minutes because they were absent from that meeting.

Manifests and Correspondence

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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 011452 through 011509; housing checks numbered 029043 through 029130; Section 8 checks numbered 025898 through 026020, and Section 8 Direct Deposit transactions D02014 through D02071; Addison Place checks numbered 003004 through 003030; Covered Bridge Manor checks numbered 001715 through 001734.

On a roll call vote:

Aye

Nay

John McCooey

None

Barbara Caron

Mark Moeller

Marjorie Briand

John Pike (all checks except 029060, 029080, 029098, 003009, 003023; abstained)

Reports

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

- o Report of the Executive Director dated March 14, 2008. In the Executive Director's absence, the Deputy Director discussed the report with the Board.
- o Report of Housing Statistics for the Month of February, 2008. The Commissioners reviewed the monthly housing statistics.
- o Report from DHA Liaison Officer for the Month of February, 2008. The Board asked questions of Officer Leno relating to the success of the Community Policing Program. Officer Leno described the positive impact of the program throughout the DHA community.

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- o Report of Capital Fund Manager dated March 12, 2008. The Board reviewed Otis Perry's report.
- o Senior Supportive Services Coordinator Report for the Month of March. The Board reviewed the monthly report.
- o Family Self-Sufficiency Program Report dated February 2008. The Board reviewed and discussed the report.
- o Financial Reports. The Board reviewed the Budget Comparison for the period ended January 31, 2008.
- o Policy Review. None this month.

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

Aye

Nay

John McCooey
Barbara Caron
Mark Moeller
Marjorie Briand
John Pike

None

Resolutions

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

RESOLUTION NO. 2008-03-18-01

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the Executive Director is authorized to withdraw the sum of \$560.00 in security deposits and \$16.13 in interest, for a total of \$576.13 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

Nay

John McCooey
Barbara Caron
Mark Moeller
Marjorie Briand
John Pike

None

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

RESOLUTION NO. 2008-03-18-02

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that Joyce Luvisi and Brandi Parker-Brown are hereby authorized to attend the Nan McKay HCV & Public Housing Rent Calculation Seminar, June 3-5, 2008, in Hartford, CT.

BE IT FURTHER RESOLVED, that all expenses in connection with their attendance at this seminar are hereby approved.

On a roll call vote:

Aye

Nay

John McCooey
Barbara Caron
Mark Moeller
Marjorie Briand
John Pike

None

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

RESOLUTION NO. 2008-02-19-03

PHA Board Resolution
Approving Operating Budget
Form HUD-52574
(see Resolution Book for text)

On a roll call vote:

Aye

Nay

John McCooey
Barbara Caron
Mark Moeller
Marjorie Briand
John Pike

None

Miscellaneous

The Board reviewed a note of appreciation from a resident for the hard work of the maintenance department.

The Board also reviewed the recent issue of *DHA News*

Old Business

There was no old business.

New Business

There was no new business.

Mark Moeller moved to recess regular session and convene executive session for the purpose of discussing a personnel matter, seconded by Barbara Caron. All were in favor. Regular session recessed at 1:25 p.m.

Regular session reconvened at 1:30 p.m. on a motion by John Pike, seconded by Barbara Caron.

Chairman McCooey appointed himself and Mark Moeller to a subcommittee to review a personnel matter.

Adjournment

Marjorie Briand moved for adjournment, seconded by Mark Moeller. The regular meeting adjourned at 1:35 p.m.

Barbara A. Caron 04/15/2008
Vice Chairman _____ Date

John Pike 04/15/2008
Secretary _____ Date

MINUTES

Executive Session
Dover Housing Authority
March 18, 2008
1:30 p.m.

The Commissioners of the Dover Housing Authority met in executive session on March 18, 2008, at 1:25 p.m., at the Dover Housing Authority office. Those present were: John McCooey; Barbara Caron; Marjorie Briand; Mark Moeller; John Pike.

The Board discussed a personnel matter.

Executive session adjourned and regular session reconvened at 1:30 p.m.

Barbara A. Caron 04/15/2008
Vice Chairman Date

[Signature] 04/15/2008
Secretary Date

