

MINUTES

Regular Meeting
Dover Housing Authority
December 18, 2007
12:20 p.m.

The Commissioners of the Dover Housing Authority met in regular session on Tuesday, December 18, 2007, at 12:20 p.m. at the Dover Housing Authority office. The Chairman called the meeting to order. Those present were: John McCooey, Chair; Mark Moeller, Commissioner; John Pike, Commissioner; Marjorie Briand, Commissioner. Also present were: Jack Buckley, Executive Director; May Glovinski, Deputy Director; Otis Perry, Capital Fund Manager; Howard Gordon, Accountant.

Minutes

The minutes of the regular meeting of November 20, 2007, were presented. Mark Moeller moved, seconded by John Pike, to accept the minutes as presented. All were in favor.

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 011280 through 011339; housing checks numbered 028726 through 028827; Section 8 checks numbered 025535 through 025653, and Section 8 Direct Deposit transactions D01839 through D01897; Addison Place checks numbered 002945 through 002961; Covered Bridge Manor checks numbered 001665 through 001677.

On a roll call vote:

Aye

Nay

John McCooey

None

Mark Moeller

Marjorie Briand

John Pike (on all checks, except 028783; abstained)

Reports

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John Pike moved to accept the following reports as presented, seconded by Marjorie Briand:

- Report of the Executive Director dated December 13, 2007. The Executive Director held a lengthy discussion with the Board regarding the status of the waterfront development project and the financial status of the Seymour Osman Community Center.
- Report of Housing Statistics for the Month of November, 2007. The Commissioners reviewed the monthly housing statistics.
- Report from DHA Liaison Officer for the Month of November, 2007. No report this month.
- Report of Capital Fund Manager dated December 10, 2007. The Board reviewed and discussed the report with Otis Perry, focusing on the status of the Capital Fund projects underway.
- Senior Supportive Services Coordinator Report for the Month of December. The Board reviewed and discussed the report.
- Family Self-Sufficiency Program Report dated December, 2007. Michele Ryan was present to discuss her report and give an oral presentation to the Board about the Family Self-Sufficiency Program. She answered various questions of Board members regarding the program goals and requirements.
- Financial Reports. The budget comparisons through October 31, 2007, for all projects, were presented. Howard Gordon explained the new format for the budget information which now includes the Asset Management Projects.
- Policy Review. The Board reviewed the Dover Housing Authority *Pets in Family Housing* and *Pets in Elderly Housing* policies. No changes were required.

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

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Aye

Nay

John McCooey
Mark Moeller
Marjorie Briand
John Pike

None

Resolutions

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

RESOLUTION NO. 2007-12-18-01

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the Executive Director is authorized to withdraw the sum of \$300.00 in security deposits and \$8.02 in interest, for a total of \$308.02 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
Mark Moeller
Marjorie Briand
John Pike

None

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

RESOLUTION NO. 2007-12-18-02

BE IT RESOLVED, by the Dover Housing Authority Board of Commissioners ("DHA"), that, for the reasons stated below, and pursuant to authority granted within a Term Sheet for Sale and Development of Dover Landing ("Term Sheet"), it hereby resolves to extend and does so extend the Land Disposition Agreement Negotiation Period and Inspection Period, as more specifically stated below:

Whereas the Cochecho Waterfront Development Advisory Committee (CWDAC) and its members, at a regular meeting held on Monday, December 3, 2007, considered among other business, the status of the negotiation and drafting of a Land Disposition Agreement ("LDA"), a legally binding document contemplated within the Term Sheet to be completed and executed between the DHA and Dickinson Development Corp. by December 31, 2007 pursuant to Section 8 of the Term Sheet; and

Whereas, the CWDAC, after diligent analysis and review of the status of the LDA, consideration of the Land Development Design Standards Subcommittee Report and the Dickinson Development Status Report on Site Planning, determined it in the best interest of the parties to permit additional time for the negotiation, completion and execution of the LDA; and

Whereas Land Development Design Standards ("LDDS") are considered an integral and necessary component of the LDA, which standards have not yet been delineated; and

Whereas the CWDAC has retained a consultant to assist in the determination of such standards, and requires additional time to confer with such consultant in order to develop and solidify such standards, and further recommends extensions of the LDA Negotiation Period and Inspection Period, as contemplated within the Term Sheet, for a period of six (6) months from December 31, 2007; and

Whereas Dickinson Development Corporation ("Dickinson") has agreed to such extension;

BE IT RESOLVED:

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The DHA, based upon the recommendation of the CWDAC and its own independent review, pursuant to its sole discretion under the Term Sheet and in furtherance of its authority granted by a resolution of the Dover City Council, hereby extends the LDA Negotiation Period, for a period of six (6) months from December 31, 2007 to June 30, 2008, and further extends the LDA Inspection Period, for a period of six (6) months from December 31, 2007 to June 30, 2008, as said Inspection Period was intended by the Term Sheet to run concurrently with the Negotiation Period (See Sections 7, 8).

Be it further resolved, that Jack Buckley, as Executive Director, is hereby authorized to sign the attached agreement memorializing such extension, captioned "Agreement to Extend the LDA Negotiation Period," a copy of which is attached, on behalf of the Dover Housing Authority.

On a roll call vote:

Aye

Nay

John McCooey
Mark Moeller
Marjorie Briand
John Pike

None

Miscellaneous

None.

Old Business


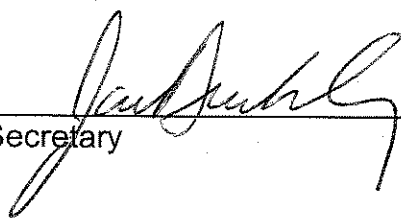
There was no old business.

New Business

There was no new business.

Adjournment

John Pike moved for adjournment, seconded by Mark Moeller. The meeting adjourned at 1:25 p.m.

	10/21/08
Chairman	Date
	10/21/08
Secretary	Date