

MINUTES

Regular Meeting
Dover Housing Authority
June 18, 2012
12:30 p.m.

The Commissioners of the Dover Housing Authority held their regular meeting on Monday, June 18, 2012, at 12:30 p.m. at the Dover Housing Authority Annex, 4 Tolend Road, Dover, NH. Chairman, John McCooey, called the meeting to order.

Roll Call

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

Also present were: Jack Buckley, Executive Director; May Glovinski, Deputy Director; Kathy Noel, DHA Administrative Assistant; Otis Perry, Capital Fund Manager; Mark Leno, Resident Services Coordinator; Howard Gordon, DHA Accountant; Officer Bobby Joslin, DHA Liaison Officer; Thad Mandsager, SOCC Director of Family Services

Absent: John Pike, Commissioner

Minutes

The Minutes of the Regular Meeting of May 15, 2012, were presented. Mark Moeller moved to accept the minutes, seconded by Marjorie Briand.

On a roll call vote:

Aye

John McCooey
Mark Moeller
Marjorie Briand
Barbara Caron

Nay

None

Manifests and Correspondence

The manifests were presented. Mark Moeller moved, seconded by Marjorie Briand, to approve the manifests as presented: payroll checks numbered 015470 through 015553; housing manifests numbered 034971 through 035112; Section 8 manifest numbered 032547 through 032663 and D005874 through D005958; Addison Place manifest numbered 004117 through 004144; Covered Bridge Manor manifest numbered 002666 through 002689.

On a roll call vote:

Aye

John McCooley
Mark Moeller
Marjorie Briand
Barbara Caron

Nay

None

Reports

Mark Moeller moved to accept the following reports as presented, seconded by Marjorie Briand:

The Report of Executive and Deputy Directors dated June 13, 2012 was reviewed by the Board.

The Executive Director and the Board discussed the lawsuit being brought against the Department of HUD by public housing authorities over the Operating Reserves offset. Jack Buckley explained that the lawsuit, backed by PHADA and NAHRO could very well be successful; both the time frame for a final ruling and the amount of money it would be possible to recover are unknown. The Executive Director explained that the deficit projected in

the budget for next year is due to the recapture of operating reserves by HUD; and that in accordance with prior approval by the Board, the DHA intends to use operating reserves to address building issues and to improve REAC compliance. Mark Moeller asked about the mechanics of the recapturing of funds. Mr. Buckley explained that HUD will use a formula to lower (offset) DHA subsidy based on the amount in its operating reserves. Howard Gordon explained that the FYE 2012 and 2013 will be affected by the offset.

Housing Statistics reported for June were reviewed by the Commissioners. Mark Moeller asked if the bed bug problems were subsiding. Mark Leno commented that when the infestations seem to subside, there are reoccurrences and new cases popping up. Jack Buckley noted that bed bug pest control is averaging more than \$10,000 monthly.

The DHA Liaison Officer Report for June was reviewed by the Board. Officer Bobby Joslin reported that criminal activity has been down but he expects an increase with the warm weather as trends have shown in the past. The DHA Liaison Officer also reported the police substation door and a couple other spots have been recently vandalized with "tagging".

The Capital Fund Manager Report for June 2012 was reviewed by the Board. Otis Perry reported that the Union Street Parking lot request for bids is scheduled for next week. Mark Moeller asked about the termite problems. Mr. Perry informed the Commissioners that the specs for the damaged buildings will have to be done separately since each structure and the scope of repair needed is different. May Glovinski reported that 5 buildings were baited for termites and that the first unit where the problem was discovered has been vacant now for 3 months. HUD has granted the DHA a waiver on the vacancy days due to this unforeseen circumstance.

The Senior Supportive Services Coordinator Report for June was reviewed by the Board.

The Housing Choice Voucher FSS (HCVFSS) Program Coordinator Report

for June was reviewed and discussed by the Commissioners.

The Public Housing FSS (PHFSS) Program Coordinator Report for June was reviewed by the Board.

The Resident Services Coordinator (RSC) Report for June was reviewed by the Board. Mark Leno discussed his report with the Board. The Commissioners asked about the progress on the new DHA website. May Glovinski reported that the website is underway and will be ready for preview at the next Board meeting.

The Budget Comparative for the period ending 04/30/2012 was reviewed by the Board.

The *Code of Ethics/Specific Rules of Conduct Policy* was reviewed by the Board. No changes were suggested at this time.

Resolutions

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

RESOLUTION NO. 2012-06-18-01

WHEREAS, Congress appropriated only \$3,961,850,000 for public housing authorities' operating subsidies in 2012,

WHEREAS, that appropriation did not happen because Congress authorized HUD to require agencies with operating reserves above a level determined by HUD to use those reserves to pay for all or a portion of their expenses, in place of their receiving subsidies they were entitled to under the operating fund formula,

WHEREAS, approximately \$750 million in funds maintained by

agencies in their reserves were affected by this congressional action,

WHEREAS, many housing authorities have expressed interest in challenging this action through litigation,

WHEREAS the governing boards of both NAHRO and PHADA have expressed support for this litigation and have concluded that a credible claim against the Federal Government can be made for a return of a substantial portion of the \$750 million by a lawsuit for breach of contract in the United States Court of Federal Claims,

WHEREAS, the cost to the Dover Housing Authority to participate in this lawsuit is \$4000,

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the DHA wishes to participate in this lawsuit and instructs the Executive Director to submit a check in the amount of \$4000 made out to the "Operating Reserves Litigation Fund"

On a roll call vote:

Aye

John McCooley
Mark Moeller
Marjorie Briand
Barbara Caron

Nay

None

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

RESOLUTION NO. 2012-06-18-02

WHEREAS, the attached is a list of vacated tenants of the Dover Housing Authority; and

WHEREAS, each of these vacated tenant's accounts is carrying an unpaid balance for rent and charges; and

WHEREAS, due to the fact that some accounts are several years old and some of the vacated tenants are impossible to locate; and

WHEREAS, the Operating Budget for fiscal year 2012 makes provision for writing off these accounts,

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that the write-off of accounts receivable in the amount of \$14,119.45 is hereby approved.

On a roll call vote:

Aye

John McCooley
Mark Moeller
Marjorie Briand
Barbara Caron

Nay

None

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

RESOLUTION NO. 2012-06-18-03

**PHA Board Resolution
Approving Operating Budget
(See Resolution Book for Text)**

On a roll call vote:

Aye

John McCooley
Mark Moeller
Marjorie Briand
Barbara Caron

Nay

None

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

RESOLUTION NO. 2012-06-18-04

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority that the attached proposal from D. B. Warlick & Co., Inc., for Property & Liability insurance (Package Policy) through Acadia Insurance for \$134,472, Public Officials Liability insurance through Mount Vernon Fire for \$5,174, Business Auto (service vehicles) through Acadia Insurance for \$10,438, and Business Auto (passenger vehicles) through Stratford Insurance for \$2,432, is hereby approved.

BE IT FURTHER RESOLVED that coverage under the Package Policy and Public Officials Liability policy is effective June 30, 2012 through June 30, 2013 and the coverage under the Business Auto policies is effective July 1, 2012 through July 1, 2013.

On a roll call vote:

Aye

John McCooley
Mark Moeller
Marjorie Briand
Barbara Caron

Nay

None

