

MINUTES

Regular Meeting
Dover Housing Authority
December 18, 2018, 12:00 p.m.

The Commissioners of the Dover Housing Authority held their regular meeting on Tuesday, December 18, at 12:00 p.m. at 62 Whittier Street, Dover, NH. Chair, Timothy Granfield called the meeting to order.

Roll Call

Timothy Granfield, Chair
Patricia Silberblatt, Commissioner
Noreen Biehl, Commissioner

Absent at roll call: Rachel Stansfield, Commissioner; Mark Moeller, Vice Chair

Also present were: Allan Krans, Executive Director; Kathy Noel, Administrative Assistant; Wendy Tenney, Financial Director; Eric Sanderson, Maintenance Staff

Public Comment: No members of the public were present.

Minutes

The Minutes of the Regular Meeting of November 27, 2018, were presented to the Board. Noreen Biehl moved to accept the minutes and Patricia Silberblatt seconded.

On a roll call vote to approve the minutes:

Aye

Timothy Granfield

Nay

None

Patricia Silberblatt
Noreen Biehl

Manifests and Correspondence

The check manifests were presented. Noreen Biehl moved, and Patricia Silberblatt seconded to approve the following: Payroll checks, Housing checks, 1623 Settlement checks, Section 8 checks, Addison Place checks and Covered Bridge Manor checks. The Board reviewed the manifests.

On a roll call vote to approve the manifests:

Aye

Timothy Granfield
Patricia Silberblatt
Noreen Biehl

Nay

None

Reports

Noreen Biehl moved to accept the reports, seconded by Patricia Silberblatt.

Report of Executive Director dated December 18, 2018. Allan Krans presented his report to the Commissioners.

Mark Moeller arrived at 12:15 p.m.

Eric Sanderson updated the Board on Capital Improvements.

The Commissioners reviewed and discussed the Relocation Manager's Report, Housing Statistics Report, Reports of the FSS Coordinator, and the Resident Services Coordinator.

The following Financial Reports were presented to the Commissioners:

- DHA Budget Comparative – October 2018
- Addison Place Budget Comparative – October 2018
- 1623 Settlement DLP Budget Comparative –October 2018
- NHHFA Master Budget – Whittier Falls Housing Renovations
(No change)

Policy Reviews: The following policies were reviewed. There were no changes.

Political Use of Dover Housing Authority Property
Residents Initiative

On a roll call vote to approve the reports:

Aye

Timothy Granfield
Patricia Silberblatt
Noreen Biehl
Mark Moeller

Nay

None

Old Business: There was no old business discussed.

New Business:

Mark Moeller moved to bring the following resolution to the table, seconded by Patricia Silberblatt:

RESOLUTION NO 2018-12-18-01

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority as follows:

WHEREAS: The United States Department of Housing and Urban Development (HUD) issued a Request for Letters of Interest and Applications under the Moving to Work (MTW) Demonstration Program for Fiscal Year 2019—Cohort \$1—Overall Impact of Moving to Work Flexibility.

WHEREAS: Moving to Work (MTW) allows housing authorities to design and test innovative, locally designed housing and self-sufficiency strategies for low-income families by permitting more flexible use of assistance received under Section 8 and 9 of the United States Housing Act of 1937 and certain exemptions from existing public housing and Housing Choice Voucher (HCV) program rules, as approved by HUD.

NOW, THEREFORE, BE IT RESOLVED, the Commissioners of the Dover Housing Authority, authorize the Executive Director to submit a letter of interest to the United States Department of Housing and Urban Development affirming the desire of the Dover Housing Authority to obtain MTW designation under the first cohort of the MTW expansion. It is the intention of the Dover Housing Authority to comply with the MTW objectives and statutory requirements and the Operations Notice.

On a roll call vote to approve the resolution:

Aye

Nay

Timothy Granfield

None

Patricia Silberblatt
Noreen Biehl
Mark Moeller

Mark Moeller moved to bring the following resolution to the table, seconded by Noreen Biehl:

RESOLUTION NO 2018-12-18-02

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, the Executive Director is authorized to withdraw the sum of \$801.29 from TD Bank, Account No. 7764010119, which is the Housing Choice Voucher Family Self-Sufficiency (FSS) Escrow Account.

BE IT FURTHER RESOLVED, the funds withdrawn will be distributed to an FSS program participant who has successfully completed all requirements of their Contract of Participation.

On a roll call vote to approve the resolution:

Aye

Nay

Timothy Granfield
Patricia Silberblatt
Noreen Biehl
Mark Moeller

None

Mark Moeller moved to bring the following resolution to the table, seconded by Noreen Biehl:

RESOLUTION NO 2018-12-18-03

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, the Executive Director is authorized to withdraw the sum of \$3,468.57 from TD Bank, Account No. 7764010086, which is the Public Housing Family Self-Sufficiency (FSS) Escrow Account.

BE IT FURTHER RESOLVED, the funds withdrawn will be distributed to an FSS program participant who has successfully completed all requirements of their Contract of Participation.

On a roll call vote to approve the resolution:

Aye

Timothy Granfield
Patricia Silberblatt
Noreen Biehl
Mark Moeller

Nay

None

Miscellaneous: The following was reviewed by the Board: Whittier Falls Newsletter and the Covered Bridge Manor Service Coordinator Report.

Adjournment: At 12:25 p.m. Mark Moeller moved to adjourn, seconded by Noreen Biehl. All agreed.

Chair _____ Date _____

Secretary _____ Date _____