

MINUTES

Regular Meeting
Dover Housing Authority
August 27, 2019 12:00 p.m.

The Commissioners of the Dover Housing Authority held their regular meeting on Tuesday, August 27 at 12:00 p.m. at 62 Whittier Street, Dover, NH. Chair, Timothy Granfield called the meeting to order.

Roll Call

Timothy Granfield, Chair
Mark Moeller, Vice Chair
Patricia Silberblatt, Commissioner
Noreen Biehl, Commissioner
Rachel Stansfield, Commissioner

Also present were: Allan Krans, Executive Director; Kathy Noel, Administrative Assistant; Wendy Tenney, Financial Director; Eric Sanderson, Maintenance Staff; John Maloney, Capital Improvements Coordinator; Officer Juel Cooper, DHA Police Liaison

Public Comment: No members of the public were present.

Minutes

The Minutes of the Regular Meeting of July 23, 2019 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

Nay

Timothy Granfield	None
Mark Moeller	
Patricia Silberblatt	
Noreen Biehl	
Rachel Stansfield	

Manifests and Correspondence

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

On a roll call vote to approve the manifests:

<u>Aye</u>	<u>Nay</u>
Timothy Granfield	None
Mark Moeller	
Patricia Silberblatt	
Noreen Biehl	
Rachel Stansfield	

Reports

Mark Moeller moved to accept the reports, seconded by Rachel Stansfield.

Report of Executive Director dated August 27, 2019. Allan Krans presented his report to the Commissioners.

The sale of a property, 7A Avon Street, Dover NH was discussed. The normal order of business was waived to add a resolution regarding the property. Mark Moeller motioned and Noreen Biehl seconded to add a resolution authorizing Allan Krans to make an offer.

RESOLUTION NO. 2019-08-27-02

WHEREAS, the Dover Housing Authority proposes to develop affordable rental housing on Avon Ave.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, the Executive Director is hereby authorized to make a reasonable offer for the parcel of land and building located at 7A Avon Ave., Dover NH, not to exceed \$289,000 and to sign all documents to acquire ownership

On a roll call vote to approve the resolution:

Aye

Nay

Timothy Granfield
Mark Moeller
Patricia Silberblatt
Noreen Biehl
Rachel Stansfield

None

The Board resumed the normal order of business.

Officer Juel Cooper presented her report to the Board and discussed recent

service calls and events attended.

Rachel Stansfield left the meeting at 12:45 p.m.

Eric Sanderson and John Maloney updated the Board on Capital Improvements.

The Commissioners reviewed and discussed the Housing Statistics, the FSS Coordinators' Report, and the Resident Services Coordinator's Report.

The following Financial Reports were presented to the Commissioners:

- DHA Budget Comparative – 6/30/2019
- Addison Place Budget Comparative – 6/30/2019
- 1623 SDLP Budget Comparative – 6/30/2019
- Statement of Cash Flow Report – 6/30/2019
- NHHFA Master Budget – Whittier Falls Housing Renovations

The policies of Code of Ethics and Risk Control were reviewed.

On a roll call vote to approve the reports:

Aye

Nay

Timothy Granfield
Mark Moeller
Patricia Silberblatt
Noreen Biehl

None

Old Business: There was no old business discussed.

Mark Moeller left the meeting at 1:25 p.m.

New Business:

Noreen Biehl moved to bring the following resolution to the table, seconded by Patricia Silberblatt:

RESOLUTION NO. 2019-08-27-01

WHEREAS, the Mayor and City Council recommend the appointment of Carla Goodnight to fill out the term of Samia Touma on the Cochecho Waterfront Development Advisory Committee. All other voting positions remain the same. Ex-officio non-voting appointments including the Mayor, City Manager and Executive Director of the Dover Housing Authority remain the same. The voting membership of the Cochecho Waterfront Development Advisory Committee shall be:

	<u>Term Expiring</u>
Matthew Cox	March 30, 2020
Kimberly Schuman	March 30, 2020
Sean Fitzgerald	March 30, 2020
Carla Goodknight	March 30, 2020
Norm Fracassa	March 30, 2021
Dane Drasher	March 30, 2021
Kyle Pimental	March 30, 2021
Dennis Ciotti	March 30, 2021
Otis Perry	March 30, 2022
Jack Mettee	March 30, 2022
Dana Lynch	March 30, 2022
Beth Fischer	March 30, 2022

On a roll call vote to approve the resolution:

Aye

Timothy Granfield
Patricia Silberblatt
Noreen Biehl

Nay

None

Miscellaneous: The Whittier Falls Newsletter and the SOCC Director of Family Services Report were reviewed and discussed.

Adjournment: At 1:36 p.m. Patricia Silberblatt moved to adjourn, seconded by Noreen Biehl. All agreed.

Chair _____ Date _____

Secretary _____ Date _____