

MINUTES

Regular Meeting
Dover Housing Authority
January 28, 2020 12:00 p.m.

The Commissioners of the Dover Housing Authority held their regular meeting on Tuesday, January 28, at 12:00 p.m. at 62 Whittier Street, Dover, NH. Timothy Granfield, Chair, called the meeting to order.

Roll Call

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

Also present were: Allan Krans, Executive Director; Kathy Noel, Administrative Assistant; Wendy Tenney, Financial Director; Eric Sanderson, Capital Improvements Coordinator

Absent: Mark Moeller, Vice Chair; Rachel Stansfield, Commissioner

Public Comment: There were no members of the public present.

Minutes

The Regular Meeting Minutes of December 20, 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
Noreen Biehl
Patricia Silberblatt

None

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:

Aye

Nay

Timothy Granfield
Noreen Biehl
Patricia Silberblatt

None

Reports

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

Report of Executive Director dated January 28, 2020. Allan Krans presented his report to the Commissioners. The Board also discussed Niles Hall being used as a warming shelter.

Eric Sanderson updated the Board on Capital Improvements.

The Commissioners reviewed and discussed the DHA Liaison's Report, 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 – 11/30/2019
- Addison Place Budget Comparative – 11/30/2019
- 1623 SDLP Budget Comparative – n/a
- Statement of Cash Flow Report – 11/30/2019
- TD Bank Account Balance Report - 12/31/2019
- Edward Jones Portfolio - 12/31/2019
- 1623 SDLP Financial Statements – 10/31/2019

(i) Policy Reviews

Code of Ethics

Risk Control

No changes were recommended.

On a roll call vote to approve the reports:

Aye

Nay

Timothy Granfield

None

Noreen Biehl

Patricia Silberblatt

Old Business: There was no old business discussed.

New Business:

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

RESOLUTION NO. 2020-01-28-01

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Dover Housing Authority, that Cathryn Conway-Dorr, Mark Leno, Cynthia Miller, and Deb Nace are hereby authorized to attend the 22nd Annual New England Resident Service Coordinators, Inc. conference at the Omni Mount Washington Resort, Bretton Woods, NH, May 5-8, 2020.

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

On a roll call vote to approve the resolution:

Aye

Timothy Granfield
Noreen Biehl
Patricia Silberblatt

Nay

None

Timothy Granfield made a motion to recess the Regular Meeting to have a Nonpublic Meeting regarding a Personnel matter. The motion was seconded by Patricia Silberblatt. This is in accordance with RSA 91-A:3II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the

employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

On a roll call vote to recess the Regular Meeting.

Aye

Nay

Timothy Granfield

None

Noreen Biehl

Patricia Silberblatt

The regular meeting recessed at 1:05 p.m.

The regular meeting resumed at 1:25 p.m.

Miscellaneous: The following were reviewed:

Whittier Falls Newsletter

Resident Letter

Commissioners Report Card

Adjournment: At 1:28 p.m. Noreen Biehl moved to adjourn, seconded by Patricia Silberblatt. All agreed.

Chair

Date

Secretary

Date