

Minutes of a Regular Meeting
Groton Housing Authority
Board of Commissioners
February 11, 2015
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:15 PM
 - .. Members Present: Brooks Lyman, Chairman
Daniel Emerson, Secretary/Asst. Treasurer
Katharyn Dawson, Member
Ellen Todd, Treasurer
 - .. Members Absent: Deirdre Slavin-Mitchell, Vice Chairman
 - .. Others Present: Lisa Larrabee, Executive Director

2. PUBLIC COMMENT: None

3. CHECK REGISTER:
 - .. JANUARY 2015: A motion was made by Ellen Todd and seconded by Katharyn Dawson to approve the January 2015 check register for our consolidated programs. All Members present voted AYE.

4. FINANCIAL STATEMENTS:
 - .. 2nd QUARTER (ENDING 12/31/14) OPERATING STATEMENTS DHCD CONSOLIDATED: A motion was made by Daniel Emerson and seconded by Ellen Todd to approve the 2nd Quarter Operating Statements for our DHCD Consolidated Programs. All Members present voted AYE.

5. APPROVAL OF MINUTES:
 - .. JANUARY 14, 2015 REGULAR MEETING: A motion was made by Katharyn Dawson and seconded by Daniel Emerson to approve the minutes from our January 14, 2015 regular meeting. All Members present voted AYE.

6. SANDY POND ROAD: NOTHING DISCUSSED AT THIS MEETING.

7. OLD BUSINESS:

.. CHAMBERS ADVISORY GROUP: The Executive Director told the Board that she would like the opportunity to meet with another company called Intellibeam to discuss our telecommunications needs. She also told the Board that Intellibeam comes highly recommended by other Housing Authorities and that they can also help us use the \$5,000.00 grant money awarded to us by DHCD for improvements on our security system and with designing a web site.

8. NEW BUSINESS:

.. SNOW IMPACT ON GROTON HOUSING: The Executive Director told the Board that before the first blizzard hit she provided the tenants with information on how to best deal with a blizzard situation. She also told the Board that we have been active in keeping an eye on snow loads on our buildings as well as ice dams. She told the Board that the plowing company is doing a great job and feels the snow removal process was a lot easier this year with the island removed from the parking area.

.. BOYNTON MEADOWS: The Executive Director told the Board that she got word from Fran Stanley that the Housing Trust did not meet to discuss the possibility of buying the one unit left. She also told the Board that there is a possibility as well that the owner of the development may decide to rent the one unit out on his own and have another company monitor it. She told the Board that Fran Stanley will keep us updated on any decisions made with this property.

.. SERVICE DOG APPLICATION FOR FAMILY TENANT: The Executive Director presented the Board with a request from a Family Tenant to have permission to get a service dog for her child. She told the Board that the Tenant provided us with a letter from the child's doctor verifying that the service dog will greatly impact the child's life in a positive way. A motion was made by Daniel Emerson and seconded by Katharyn Dawson to allow the Family Tenant to have a service dog in their unit. All Members present voted AYE.

9. OTHER BUSINESS:

.. WRITE OFF OF ONE VACATED BALANCE: The Executive Director told the Board that one of the family tenants that moved out due to the fire has just about paid off their vacated balance to the Groton Housing Authority. She suggested that they forgive the remaining \$200.00 and close out this account. A motion was made by Ellen Todd and seconded by Katharyn Dawson to forgive the remaining \$200.00 balance on this vacated tenant's account. All Members present voted AYE.

**At 8:16 PM a motion was made by Daniel Emerson and seconded by Katharyn Dawson to adjourn the meeting. All members present voted AYE. The next regularly scheduled meeting will be held on March 11, 2015, 7:00 PM at 19 Lowell Road, Groton, MA.