

Minutes of a Regular Meeting
Groton Housing Authority
Board of Commissioners
April 8, 2015
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:20 PM.
 - .. MEMBERS PRESENT: Brooks Lyman, Chairman
Deirdre Slavin-Mitchell, Vice Chairman
Daniel Emerson, Secretary/Asst. Treasurer
Ellen Todd, Treasurer
 - .. MEMBERS ABSENT: Katharyn Dawson, Member
 - .. OTHERS PRESENT: Lisa Larrabee, Executive Director
2. PUBLIC COMMENT: None
3. CHECK REGISTER:
 - .. MARCH 2015: A motion was made by Deirdre Slavin-Mitchell and seconded by Daniel Emerson to approve the March 2015 check register for our consolidated programs. All Members present voted AYE.
4. FINANCIAL STATEMENTS:
 - .. MARCH 2015 DHCD CONSOLIDATED: A motion was made by Ellen Todd and seconded by Deirdre Slavin-Mitchell to approve the March 2015 DHCD consolidated financial statements. All Members present voted AYE.
 - .. MARCH 2015 SANDY POND ROAD: A motion was made by Ellen Todd and seconded by Daniel Emerson to approve the March 2015 Sandy Pond Road financial statements. All Members present voted AYE.
 - .. MARCH 2015 STILL MEADOW: A motion was made by Daniel Emerson and seconded by Deirdre Slavin-Mitchell to approve the March 2015 Still Meadow financial statements. All Members present voted AYE.

5. APPROVAL OF MINUTES:
 - .. MARCH 11, 2015 REGULAR MEETING: A motion was made by Ellen Todd and seconded by Deirdre Slavin-Mitchell to approve the minutes from our March 11, 2015 regular meeting. All Members present voted AYE.
6. SANDY POND ROAD: Nothing discussed at this meeting.
7. OLD BUSINESS:
 - .. INTELLIBEAM'S SCHEDULE TO INSTALL WEBSITE AND NEW COMPUTER: The Executive Director told the Board that Intellibeam has notified us that our items are in and are ready to be installed. She told the Board that she expects installation of the equipment by the next meeting. She told the Board this does not include installation of cameras.
 - .. ROOF TOP SNOW REMOVAL GRANT: The Executive Director told the Board that DHCD did approve a grant for all LHA's to receive some reimbursement towards their roof top snow shoveling costs. She told the Board that she submitted our bills to DHCD for reimbursement and will let them know when we do get reimbursed and how much the reimbursement will be.
8. NEW BUSINESS:
 - .. AMENDMENT #3 TO WORK PLAN 5001: The Executive Director explained to the Board that DHCD would like to amend Work Plan 5001 to include the \$5,000.00 that we got awarded in Health & Safety Initiative Funds. A motion was made by Deirdre Slavin-Mitchell and seconded by Daniel Emerson to accept amendment #3 to Work Plan 5001 to include the \$5,000.00 in Health & Safety funds that we received. All Members present voted AYE.
9. OTHER BUSINESS: Ellen Todd told her fellow Board Members that she was going to hire one of our 667 tenants to do some work on her house. She explained that she checked with the Executive Director to see if this would be a conflict of interest. She told the Board that she was instructed by the Executive Director to tell the tenant that they would need to report this as income when he gets paid. She also told the Board that most likely it would not affect the tenant's rent share because the Executive Director told her that elderly tenants over 62 years of age can make up to \$9,360.00 per year in a job that is excluded from total countable income. All Board Members were supportive of Ms. Todd's decision to hire the tenant.

**AT 8:08 PM A MOTION WAS MADE BY DANIEL EMERSON AND SECONDED BY DEIRDRE SLAVIN-MITCHELL TO ADJOURN THE MEETING. ALL MEMBERS PRESENT VOTED AYE. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON MAY 13, 2015, 7:00 PM AT 19 LOWELL ROAD, GROTON, MA.