

Minutes of a Regular Meeting
Groton Housing Authority
Board of Commissioners
June 10, 2015
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:07 PM.
 - .. MEMBERS PRESENT: Brooks Lyman, Chairman
Daniel Emerson, Secretary/Asst. Treasurer
Ellen Todd, Treasurer
Katharyn Dawson, Member
Deirdre Slavin-Mitchell, Vice Chairman
 - .. MEMBERS ABSENT: None
 - .. OTHERS PRESENT: Lisa Larrabee, Executive Director, Leslie Colt (Tenant),
Tom Delaney, Groton DPW Director

2. PUBLIC COMMENT: Groton's DPW Director Tom Delaney spoke to the Board about a possible land swap of the Authority's Nashua Road Property with some land owned by builder Jim Peterno and the Town of Groton near Cow Pond Brook Road. The Board talked about why this has come up as an offer and Mr. Delaney said it was due to soccer fields needing to be built as well as Mr. Peterno deciding not to build on the land he owns on Cow Pond Brook Road. As the Board discussed this with Mr. Delaney, they decided that they needed more information and decided to table the conversation until they have had time to think about this. After Mr. Delaney left the meeting they talked about it being a possibility only if it was an even swap that the town could show that this is buildable land.

Leslie Colt a tenant of the Groton Housing Authority introduced herself to the Board and told them that she would be interested in becoming a tenant Board Member when Katharyn Dawson resigns from the Board. The Board told Ms. Colt what her duties would be as a Board Member and Ms. Colt felt she could handle those duties. Brooks Lyman, Chairman asked the Executive Director to contact DHCD to see if there is anything we need to do with them in order to satisfy any requirements they may have with having a tenant on the Board. The Executive Director said she would email her asset rep at DHCD and would email them with an answer to Mr. Lyman's question so they would have the information for their next Board Meeting.

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3. CHECK REGISTER:
 - .. MAY 2015: A motion was made by Deirdre Slavin-Mitchell and seconded by Katharyn Dawson to approve the May 2015 check register for our consolidated programs. All Members present voted AYE.

4. FINANCIAL STATEMENTS:
 - .. MAY 2015 DHCD CONSOLIDATED: A motion was made by Ellen Todd and seconded by Daniel Emerson to approve the May 2015 DHCD consolidated financial statements. All Members present voted AYE.
 - .. MAY 2015 SANDY POND ROAD: A motion was made by Daniel Emerson and seconded by Deirdre Slavin-Mitchell to approve the May 2015 Sandy Pond Road financial statements. All Members present voted AYE.
 - .. MAY 2015 STILL MEADOW: A motion was made by Ellen Todd and seconded by Katharyn Dawson to approve the May 2015 Still Meadow financial statements. All Members present voted AYE.

5. APPROVAL OF MINUTES:
 - .. MAY 13, 2015 REGULAR MEETING: A motion was made by Daniel Emerson and seconded by Ellen Todd to approve the minutes from our May 13, 2015 regular meeting. All Members present voted AYE.

6. SANDY POND ROAD:
 - .. UPDATE ON VACANCIES: The Executive Director told the Board that 38A is now empty and we have begun turnover of the unit. She also told the Board that she is in the process of approving a family for the unit and that she expects the lease date to be mid-July. The Executive Director also told the Board that the other family who thought they were going to move out due to home ownership has decided to stay in the unit for a while longer.

7. OLD BUSINESS:
 - .. INTELLIBEAM'S SCHEDULE TO INSTALL WEBSITE AND NEW COMPUTER: The Executive Director told the Board that Intellibeam is working on our web site and she will let them know when it is complete.

8. NEW BUSINESS:

.. DISCUSS AND APPROVE OUR CAPITAL PLAN FOR FISCAL YEAR 2016: The Executive Director presented the Board with our Capital Plan for Fiscal Year 2016. On it she plans to replace 2 stoves in the family units, install a couple of benches at Petapawag Place, install new cutter pumps for the septic system and replace some storm doors and slider doors at Brookfield Commons. A motion was made by Ellen Todd and seconded by Katharyn Dawson to accept the Capital Plan for Fiscal Year 2016 as presented to them. All Members present voted AYE.

.. LEAD PAINT CERTIFICATION: The Executive Director presented the Board with the Lead Paint Certification. She told the Board we have no lead paint in our developments but the Certification still needs to be sent in to DHCD. A motion was made by Deirdre Slavin-Mitchell and seconded by Daniel Emerson to approve and sign the Lead Paint Certification. All Members present voted AYE.

9. OTHER BUSINESS: The Executive Director asked the Board if one or two Members would join her in a meeting with the Town Manager and the Town Housing Coordinator. Based on recent events at the housing authority where the Town seems to be confused as to who takes care of what the Executive Director felt it would be good to have a meeting to set boundaries in how the Housing Coordinator of the Town and the Executive Director of the Housing Authority interact with people who come our way asking questions. The Board agreed that one or two Members would join her if possible and the Executive Director is to let them know when that meeting will take place.

**AT 9:14 PM A MOTION WAS MADE BY DANIEL EMERSON AND SECONDED BY DEIRDE SLAVIN-MITCHELL TO ADJOURN THE MEETING. ALL MEMBERS PRESENT VOTED AYE. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON JULY 8, 2015, 7:00 PM AT 19 LOWELL ROAD, GROTON, MA.