

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

1. ROLL CALL: The meeting was called to order at 7:05 PM.
 - .. MEMBERS PRESENT: Brooks Lyman, Chairman
Daniel Emerson, Secretary/Asst. Treasurer
Ellen Todd, Treasurer
Deirdre Slavin-Mitchell, Vice Chairman
 - .. MEMBERS ABSENT: None
 - .. OTHERS PRESENT: Lisa Larrabee, Executive Director,
Leslie Colt (Tenant)
Fran Stanley
2. PUBLIC COMMENT: Fran Stanley, Housing Coordinator for the Town of Groton spoke about the affordable unit for sale at 134 Main Street. She explained that as of this point she was unable to find a qualified buyer for this unit. The Groton Board of Commissioners talked about the possible acquisition of this unit with Ms. Stanley. Ellen Todd mentioned that when we had thought about buying a unit a Groton Residential Gardens we found that we would need a substantial down payment in order for the Housing Authority to be able to afford to make monthly mortgage payments. She also explained that we are subject to commercial real estate rates and would not necessarily get a low interest rate like a residential buyer would. It was decided that the Board would do more research on rates and down payments needed to see if this would be a feasible purchase for the Groton Housing Authority.
3. CHECK REGISTER:
 - .. JUNE 2015: A motion was made by Daniel Emerson and seconded by Ellen Todd to approve the June 2015 check register for our consolidated programs. All Members present voted AYE.
4. FINANCIAL STATEMENTS: None available at this meeting.

5. APPROVAL OF MINUTES:

.. JUNE 10, 2015 REGULAR MEETING: A motion was made by Deirdre Slavin-Mitchell and seconded by Ellen Todd to approve the minutes from our June 10, 2015 regular meeting. All Members present voted AYE.

6. SANDY POND ROAD:

.. UPDATE ON VACANCIES: The Executive Director told the Board that 38A is in the process of being turned over and will be rented for August 1, 2015.

7. OLD BUSINESS:

.. UPDATE ON BOARD MEMBER VACANCY: The Chairman, Brooks Lyman, told the Board that they will need to make an appointment to have a joint meeting with the Board of Selectmen to fill the vacancy created by Katharyn Dawson's resignation. Mr. Lyman also mentioned that we would have to advertise for the position in the local newspaper. Ellen Todd mentioned that we did not advertise to fill the position that Katharyn Dawson took over. The Board asked the Executive Director to check into this and if it is needed then advertise in the Groton Herald. The Board also discussed their approval to have Leslie Colt join the Board. A motion was made by Ellen Todd and seconded by Deirdre Slavin-Mitchell to approve the application of Leslie Colt to join the Board subject to resolution of advertising issue and approval of the Board of Selectmen.

8. NEW BUSINESS:

.. DISCUSS POSSIBLE ACQUISITION OF 134 MAIN STREET: See Public Comment.

.. DISCUSS AND APPROVE EXECUTIVE DIRECTORS SALARY SCHEDULE: The Executive Director told the Board that DHCD has come out with a new salary schedule for Executive Directors which would become effective on July 1, 2015. However she told the Board that she was not sure if she correctly figured out what her increase would be so would like to run it by the accountant before they approve it. The Board agreed to table this until our next meeting.

9. OTHER BUSINESS AS NEEDED: None at this meeting.

**AT 8:28 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 AUGUST 12, 2015, 7:00 PM AT 19 LOWELL ROAD, GROTON, MA.