

Minutes of a Regular Meeting
Groton Housing Authority
Board of Commissioners
August 10, 2016
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:15 PM.
 - .. MEMBERS PRESENT: Deirdre Slavin-Mitchell, Chairman
Brooks Lyman, Secretary
Daniel Emerson, Treasurer
 - .. MEMBERS ABSENT: Ellen Todd, Vice-Chairman
Leslie Colt, Asst. Treasurer
 - .. OTHERS PRESENT: Lisa Larrabee, Executive Director
2. PUBLIC COMMENT: NONE
3. CHECK REGISTER:
 - .. JUNE & JULY 2016: A motion was made by Daniel Emerson and seconded by Brooks Lyman to approve the June & July 2016 check register. All Members present voted AYE.
4. FINANCIAL STATEMENTS:
 - .. DHCD CONSOLIDATED OPERATING STATEMENTS ENDING 05/31/2016 & 06/30/2016:
A motion was made by Daniel Emerson and seconded by Brooks Lyman to approve the DHCD Consolidated Operating Statements for period ending 05/30/2016. All Members present voted AYE. A motion was made by Brooks Lyman and seconded by Daniel Emerson to approve the DHCD Consolidated Operating Statements for period ending 06/30/2016. All Members present voted AYE.
 - .. SANDY POND ROAD OPERATING STATEMENTS ENDING 05/31/2016 & 06/30/2016: A motion was made by Brooks Lyman and seconded by Daniel Emerson to approve the Sandy Pond Road Operating Statements for period ending 05/31/2016. All Members present voted AYE. A motion was made by Daniel Emerson and seconded by Brooks Lyman to approve the Sandy Pond Road Operating Statements for period ending 06/30/16. All Members present voted AYE.

.. STILL MEADOW OPERATING STATEMENTS ENDING 05/31/2016 & 06/30/2016: A motion was made by Daniel Emerson and seconded by Brooks Lyman to approve the Still Meadow Operating Statements for period ending 05/31/2016. All Members present voted AYE. A motion was made by Daniel Emerson and seconded by Brooks Lyman to approve the Still Meadow Operating Statements for period ending 06/30/2016. All Members present voted AYE.

5. APPROVAL OF MINUTES:

.. JUNE 8, 2016 REGULAR MEETING: A motion was made by Brooks Lyman and seconded by Daniel Emerson to approve the minutes from our June 8, 2016 regular meeting. All Members present voted AYE.

6. SANDY POND ROAD:

.. MASS HOUSING PARTNERSHIP INSPECTION: The Executive Director informed the Board that our annual inspection of the physical property of Sandy Pond Road went exceptionally well. The Inspector said he will now only inspect us every 18 months rather than every 12 months.

7. OLD BUSINESS:

.. UPDATE ON THE REPLACEMENT OF THE SEWER CUTTER PUMPS: The Executive Director told the Board that the engineer (Mike Carter) came out and inspected the pump station. She told them that he will prepare a scope of service for us as well as the bid package. She also told them that he is in the process of preparing these documents and once prepared they will need to be seen by DHCD before we can proceed.

8. NEW BUSINESS:

.. DISCUSS EXECUTIVE DIRECTOR'S VACATION SCHEDULE: The Executive Director told the Board that she plans to take the week of August 15, 2016 off to use up some of her vacation time.

9. OTHER BUSINESS AS NEEDED: None at this meeting

**AT 8:05 PM A MOTION WAS MADE BY BROOKS LYMAN AND SECONDED BY DANIEL EMERSON TO ADJOURN THE MEETING. ALL MEMBERS PRESENT VOTED AYE. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, SEPTEMBER 14, 2016, 7:00 PM AT 19 LOWELL ROAD, GROTON, MA.

