

Minutes of a Regular Meeting  
Groton Housing Authority  
Board of Commissioners  
November 9, 2016  
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:00 PM.
  - .. MEMBERS PRESENT: Deirdre Slavin-Mitchell, Chairman  
Leslie Colt, Asst. Treasurer  
Daniel Emerson, Treasurer  
Brooks Lyman, Secretary
  - .. MEMBERS ABSENT: Ellen Todd, Vice-Chairman
  - .. OTHERS PRESENT: Lisa Larrabee, Executive Director
  
2. PUBLIC COMMENT: None at this meeting
  
3. CHECK REGISTER:
  - .. SEPTEMBER 2016 & October 2016: A motion was made by Daniel Emerson and seconded by Leslie Colt to approve the check register for our DHCD Consolidated Programs for September 2016. All Members present voted AYE. The Board was not able to approve the October 2016 check register since the bank statements have not been received and therefore the check register could not be verified.
  
4. FINANCIAL STATEMENTS:
  - .. DHCD CONSOLIDATED OPERATING STATEMENTS ENDING 09/30/2016: A motion was made by Daniel Emerson and seconded by Brooks Lyman to approve the DHCD Consolidated Operating Statements for period ending 09/30/2016. All Members present voted AYE.
  - .. SANDY POND ROAD OPERATING STATEMENTS ENDING 09/30/2016: A motion was made by Brooks Lyman and seconded by Leslie Colt to approve the Sandy Pond Road Operating Statements for period ending 09/30/2016. All Members present voted AYE.

.. STILL MEADOW OPERATING STATEMENTS ENDING 09/30/2016: A motion was made by Leslie Colt and seconded by Daniel Emerson to approve the Still Meadow Operating Statements for period ending 09/30/2016. All Members present voted AYE.

5. APPROVAL OF MINUTES:

.. OCTOBER 11, 2016 REGULAR MEETING: A motion was made by Leslie Colt and seconded by Daniel Emerson to approve the minutes from our October 11, 2016 regular meeting. All Members present voted AYE.

6. SANDY POND ROAD: Nothing to discuss at this meeting.

7. OLD BUSINESS:

.. UPDATE ON THE REPLACEMENT OF THE SEWER CUTTER PUMPS: The Executive Director told the Board that the lowest project bid was in the amount of \$86,042.00. She also told the Board that we may need to defer some capital projects to another time to pay for any shortfall in our budget to move forward with this project. A motion was made by Brooks Lyman and seconded by Leslie Colt to approve the lowest bid on this project and to pay for any shortfall in the budget by deferring future capital projects. All Members present voted AYE.

.. UPDATE ON ELEVATOR FEASIBILITY TESTING: The Executive Director told the Board that she got a quote on the feasibility study and has passed that on to DHCD for their approval.

.. UPDATE ON RCAT ADVISORY BOARD: The Executive Director told the Board that they would need to vote on the nominee's for the Advisory Board. A motion was made by Daniel Emerson and seconded by Leslie Colt to vote for the following 9 candidates: Richard Eifler, Nancy Kolb, Denise Marcaurette, Richard Howard, Carol Ford, Maura Renzella, Brooks Lyman, Bartlett Harvey, and Cheryl Amey. All Members present voted AYE.

.. SIGN SCHEDULE OF POSITIONS AND COMPENSATION FORM: The Board was unable to sign this form because the correct salary numbers were not available at this meeting.

8. NEW BUSINESS: Nothing at this meeting.

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

\*\*AT 7:30 PM A MOTION WAS MADE BY LESLIE COLT AND SECONDED BY BROOKS LYMAN TO ADJOURN THE MEETING. ALL MEMBERS PRESENT VOTED AYE. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, DECEMBER 14, 2016, 7:00 PM AT 19 LOWELL ROAD, GROTON, MA.