

Minutes of a Regular Meeting  
Groton Housing Authority  
Board of Commissioners  
February 8, 2017  
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:05 PM.
  - .. MEMBERS PRESENT: Deirdre Slavin-Mitchell, Chairman  
Leslie Colt, Asst. Treasurer  
Brooks Lyman, Secretary
  - .. MEMBERS ABSENT: Ellen Todd, Vice-Chairman  
Daniel Emerson, Treasurer
  - .. OTHERS PRESENT: Lisa Larrabee, Executive Director
  
2. PUBLIC COMMENT: None at this meeting
  
3. CHECK REGISTER:
  - .. JANUARY 2017: Since the bank statements had not arrived and accounts could not be reconciled, this check register will be approved at the March 2017 Regular Meeting.
  
4. FINANCIAL STATEMENTS:
  - .. DHCD CONSOLIDATED OPERATING STATEMENTS ENDING 12/31/2016: A motion was made by Leslie Colt and seconded by Brooks Lyman to approve the DHCD Consolidated Operating Statements for period ending 12/31/2016. All Members present voted AYE.
  - .. SANDY POND ROAD OPERATING STATEMENTS ENDING 12/31/2016: A motion was made by Brooks Lyman and seconded by Leslie Colt to approve the Sandy Pond Road Operating Statements for period ending 12/31/2016. All Members present voted AYE.

.. STILL MEADOW OPERATING STATEMENTS ENDING 12/31/2016: A motion was made by Leslie Colt and seconded by Brooks Lyman to approve the Still Meadow Operating Statements for period ending 12/31/2016. All Members present voted AYE.

5. APPROVAL OF MINUTES:

.. JANUARY 11, 2017 REGULAR MEETING: A motion was made by Brooks Lyman and seconded by Leslie Colt to approve the minutes from our January 11, 2017 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 we received the signed contract from the vendor. A motion was made by Brooks Lyman and seconded by Leslie Colt to accept the signed contract for the replacement of the sewer cutter pumps in the amount of \$86,042.00. All Members present voted AYE. A motion was made by Leslie Colt and seconded by Brooks Lyman to allow the Executive Director to make any decisions regarding the sewer pump project and sign any necessary documents, except for signing change orders which will require Board Approval. All Members present voted AYE.

.. UPDATE ON ELEVATOR FEASIBILITY TESTING: The Executive Director told the Board that we will not be able to ask for CPA funds to help fund the installation of an elevator at Petapawag Place. She told them that somehow Fran Stanley from town hall found out about it and submitted a question to the Executive Director of the CPA and was told it was not eligible. The Executive Director also told the Board that she personally contacted the Executive Director of the CPA to see if we could ask for funds based on the ADA laws and again was told no. She told the Board that she still going to ask for emergency funds from DHCD.

.. UPDATE ON POWER OUTAGES AND OUR RESPONSIBILITY: The Executive Director told the Board that she has not drawn up an information sheet yet to inform the tenants of their responsibilities as well as ours during a power outage. She said she is working on it. Leslie Colt mentioned that when the power is out for an extended amount of time during a power outage, the town does open shelters at the schools. Since she works for the school system she gets called in when this happens. She also told them that tenants could sign up to receive the automatic calls from the town that are placed during times of emergencies.

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8. NEW BUSINESS:

.. BOARD MEMBER ELECTIONS AND DHCD'S PUBLIC HOUSING NOTICE 2017-04: The Executive Director explained to the Board that DHCD has handed out information regarding Board Member Elections/Tenant Board Members. Because of the new law which is going to require each LHA to have tenant board member, those housing authorities with an expiring seat should allow this Member to serve until a new member is qualified under the new regulations. She told the Board that she passed this information along to our Town Clerk who has in turn passed it on to Town Counsel who is examining this issue. We are waiting for guidance from Town Counsel and/or DHCD on this matter.

9. OTHER BUSINESS AS NEEDED:

.. EXPENSIVE FAMILY WATER BILL: Deirdre Slavin-Mitchell mentioned that she was in to sign checks and one of them was for the water bill for the family units. She said she is concerned that one family in particular has a water bill that is higher than the water bill for the entire Petapawag Building. She asked the Executive Director if we had any rights to charge them for excessive water use. The Executive Director said she was not sure but would check with DHCD on that issue.

\*\*AT 7:50 PM A MOTION WAS MADE BY BROOKS LYMAN AND SECONDED BY LESLIE COLT TO ADJOURN THE MEETING. ALL MEMBERS PRESENT VOTED AYE. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, MARCH 8, 2017, 7:00 PM AT 19 LOWELL ROAD, GROTON, MA.