

Minutes of a Regular Meeting  
Groton Housing Authority  
Board of Commissioners  
April 19, 2017  
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:05 PM.
  - .. MEMBERS PRESENT: Ellen Todd, Vice-Chairman  
Daniel Emerson, Treasurer  
Leslie Colt, Asst. Treasurer  
Brooks Lyman, Secretary
  - .. MEMBERS ABSENT: Deirdre Slavin-Mitchell, Chairman
  - .. OTHERS PRESENT: Lisa Larrabee, Executive Director
  
2. PUBLIC COMMENT: None at this meeting
  
3. CHECK REGISTER:
  - .. MARCH 2017: A motion was made by Leslie Colt and seconded by Brooks Lyman to approve the check register for March 2017. All Members present voted AYE.
  
4. FINANCIAL STATEMENTS:
  - .. DHCD CONSOLIDATED OPERATING STATEMENTS ENDING 2/28/2017: A motion was made by Daniel Emerson and seconded by Brooks Lyman to approve the DHCD Consolidated Operating Statements for period ending 2/28/2017. All Members present voted AYE.
  - .. SANDY POND ROAD OPERATING STATEMENTS ENDING 2/28/2017: A motion was made by Leslie Colt and seconded by Daniel Emerson to approve the Sandy Pond Road Operating Statements for period ending 2/28/2017. All Members present voted AYE.

.. STILL MEADOW OPERATING STATEMENTS ENDING 2/28/2017: A motion was made by Daniel Emerson and seconded by Leslie Colt to approve the Still Meadow Operating Statements for period ending 2/28/2017. All Members present voted AYE.

5. APPROVAL OF MINUTES:

.. MARCH 8, 2017 REGULAR MEETING: A motion was made by Leslie Colt and seconded by Brooks Lyman to approve the minutes from our March 8, 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 are still waiting for our pumps to come in. The contractor estimates the pumps to take 8 weeks to arrive. She said that we are getting close so it should not be too much longer before this project starts.

8. NEW BUSINESS:

.. DISCUSS AND APPROVE A BUDGET REVISION FOR FISCAL YEAR 2017: The Executive Director explained that our accountant thought it would be a good idea to revise our budget to show actual spending up to this point. A motion was made by Brooks Lyman and seconded by Daniel Emerson to approve the Budget Revision for Fiscal Year 2017. All Members present voted AYE.

.. DISCUSS AGREED UPON PROCEDURES AUDIT: The Executive Director told the Board that the results of the Audit were good. There were a few minor findings which she is working on to correct.

9. OTHER BUSINESS AS NEEDED:

.. ELEVATOR PROJECT: The Executive Director explained to the Board that since finding out the Elevator Project was not an eligible project under the CPA Laws, that she was searching for other ways to fund it.

\*\*AT 8:10 PM A MOTION WAS MADE BY DANIEL EMERSON AND SECONDED BY BROOKS LYMAN TO ADJOURN THE MEETING. ALL MEMBERS PRESENT VOTED AYE. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, MAY 10, 2017, 7:00 PM AT 19 LOWELL ROAD, GROTON.