

Minutes of a Regular Meeting
Groton Housing Authority
Board of Commissioners
April 17, 2019
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:03 PM.
 - .. MEMBERS PRESENT: Leslie Colt, Asst. Treasurer
Brooks Lyman, Secretary
Daniel Emerson, Treasurer
Ellen Todd, Vice-Chairman
Deirdre Slavin-Mitchell, Chairman
 - .. MEMBERS ABSENT: None
 - .. OTHERS PRESENT: Lisa Larrabee, Executive Director

2. PUBLIC COMMENT: NONE AT THIS MEETING

3. CHECK REGISTER:
 - .. MARCH 2019: A motion was made by Ellen Todd and seconded by Leslie Colt to approve the check register for March 2019. All Members present voted AYE.

4. FINANCIAL STATEMENTS:
 - .. DHCD CONSOLIDATED 4001 PROGRAMS ENDING 2/28/19: A motion was made by Ellen Todd and seconded by Daniel Emerson to approve the DHCD Consolidated 4001 financial statements for the period ending 2/28/19. All Members present voted AYE.
 - .. SANDY POND ROAD PROGRAM ENDING 2/28/19: A motion was made by Brooks Lyman and seconded by Ellen Todd to approve the Sandy Pond Road financial statements ending 2/28/19. All Members present voted AYE.
 - .. STILL MEADOW PROGRAM ENDING 12/31/18 & 1/31/19: A motion was made by Daniel Emerson and seconded by Ellen Todd to approve the Still Meadow Program financial statements for the period ending 12/31/18 & 1/31/19. All Members present voted AYE. A motion was made by Brooks Lyman and

seconded by Ellen Todd to approve the Still Meadow Program Financial Statements for the period ending 2/28/19. All Members present voted AYE

5. APPROVAL OF MINUTES:

.. MARCH 20, 2019 REGULAR MEETING: A motion was made by Daniel Emerson and seconded by Brooks Lyman to approve the minutes from our March 20, 2019 regular meeting. All Members present voted AYE.

6. NEW BUSINESS:

.. ELDERLY/HANDICAPPED ROOF PROJECT DISCUSSION: The Executive Director told the Board that our roof project is going out to bid.

.. OSHA TRAINING DISCUSSION: The Executive Director told the Board that she attended OSHA training as required by DHCD and passed the course, so she is now OSHA certified.

.. REGIONALIZATION OF HOUSING AUTHORITIES DISCUSSION: The Executive Director told the Board that she would be attending a meeting at the Chelmsford Housing Authority to listen to a discussion on regionalization. She told them she would let them know at the next meeting what was discussed.

.. REVIEW AND APPROVE CAPITAL FUNDING AWARD FOR FISCAL YEAR END 06/30/2022: A motion was made by Daniel Emerson and seconded by Ellen Todd to approve the Capital Funding Award for Fiscal Year End 06/30/2022 in the amount of \$32,367.00. All Members present voted AYE.

7. OLD BUSINESS: NONE TO DISCUSS AT THIS MEETING

8. OTHER BUSINESS AS NEEDED:

.. BUDGET REVISION: The Executive Director presented the Board with a Budget Revision for fiscal year ending 6/30/19. She told them with the management agreement we need to be more in line with our budget so that we do not get marked down on our Performance Management Review. A motion was made by Daniel Emerson and seconded by Ellen Todd to accept the Budget Revision as written. All Members present voted AYE.

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**AT 8:10 PM A MOTION WAS MADE BY LESLIE COLT AND SECONDED BY ELLEN TODD TO ADJOURN THE MEETING. ALL MEMBERS PRESENT VOTED AYE. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, MAY 15, 2019, 7:00 PM AT 19 LOWELL ROAD, GROTON.