

Minutes of a Regular Meeting
Groton Housing Authority
Board of Commissioners
November 20, 2019
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:12 PM.
 - .. MEMBERS PRESENT: Ellen Todd, Vice-Chairman
Daniel Emerson, Treasurer
Deirdre Slavin-Mitchell, Chairman
 - .. MEMBERS ABSENT: Leslie Colt, Asst. Treasurer

 - .. OTHERS PRESENT: Lisa Larrabee, Executive Director

2. PUBLIC COMMENT: James Griffin, CPA, presented our budget for Fiscal Year Ending 6/30/20. A motion was made by Daniel Emerson and seconded by Ellen Todd to approve the budget FY ending 6/30/20 as presented. All Members voted AYE.

3. CHECK REGISTER:
 - .. OCTOBER 2019: A motion was made by Ellen Todd and seconded by Daniel Emerson to approve the check register for October 2019. All Members present voted AYE.

4. FINANCIAL STATEMENTS:
 - .. DHCD CONSOLIDATED 4001 PROGRAMS ENDING 8/31/19 & 9/30/19: A motion was made by Ellen Todd and seconded by Daniel Emerson to approve the DHCD Consolidated 4001 financial statements for the period ending 8/31/19 & 9/30/19. All Members present voted AYE.
 - .. SANDY POND ROAD PROGRAM ENDING 8/31/19 & 9/30/19: A motion was made by Ellen Todd and seconded by Daniel Emerson to approve the Sandy Pond Road financial statements ending 8/31/19 & 9/30/19. All Members present voted AYE.
 - .. STILL MEADOW PROGRAM ENDING 8/31/19 & 9/30/19: A motion was made by Daniel Emerson and seconded by Ellen Todd to approve the Still Meadow Program

financial statements for the period ending 8/31/19 & 9/30/19. All Members present voted AYE.

5. APPROVAL OF MINUTES:

.. SEPTEMBER 18, 2019 REGULAR MEETING: A motion was made by Ellen Todd and seconded by Daniel Emerson to approve the minutes from our September 18, 2019 regular meeting. All Members present voted AYE.

6. NEW BUSINESS:

.. DISCUSSION ON APPLYING FOR GRANT MONEY TO REGIONALIZE GROTON, WESTFORD AND LITTLETON: The Executive Director told the Board that DHCD is offering grant money for those housing authorities wanting to see if it is legally possible to regionalize authorities together. She told the Board she would like to try to get the money and if they agree to support her in this, she told them that they are not committed to regionalizing if it proves to be legal move. A motion was made by Ellen Todd and seconded by Daniel Emerson to support the Executive Director in applying for grant money to find out if regionalizing the 3 housing authorities is legal. All Members present voted AYE.

7. OLD BUSINESS:

.. ELDERLY/HANDICAPPED ROOF UPDATE: The Executive Director told the Board that we have a change order in the amount of \$658.00 for some fascia and gutter on the east side of the building that needed to be replaced. A motion was made by Daniel Emerson and seconded by Ellen Todd to approve the change order in the amount of \$658.00. All Members present voted AYE.

The Executive Director told the Board that this roof project is substantially complete, and she is satisfied with the work. A motion was made by Ellen Todd and seconded by Daniel Emerson to approve the Certificate of Substantial Completion. All Members present voted AYE.

8. OTHER BUSINESS AS NEEDED: NONE AT THIS MEETING

**AT 8:55 PM A MOTION WAS MADE BY ELLEN TODD AND SECONDED BY DANIEL EMERSON TO ADJOURN THE MEETING. ALL MEMBERS PRESENT VOTED AYE. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, DECEMBER 18, 2019, 7:00 PM AT 19 LOWELL ROAD, GROTON.