

Minutes of a Regular Meeting
Groton Housing Authority
Board of Commissioners
September 16, 2020
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:07 PM.
 - .. MEMBERS PRESENT: Deirdre Slavin-Mitchell, Chairman
Leslie Colt, Asst. Treasurer
Don Black, Member
Daniel Emerson, Treasurer
 - .. MEMBERS ABSENT: NONE
 - .. OTHERS PRESENT: Lisa Larrabee, Executive Director, The Groton Channel,
Fran Stanley, Asst. Town Clerk, Mike Kerkmann, Groton
Resident

2. PUBLIC COMMENT: Fran Stanley spoke to the Board about the Emergency Rental Assistance Program, that the Affordable Housing Trust would like to put in place to help eligible Groton Tenants with rental payments due to work disruptions from COVID-19. She said that although they do not need an official vote from the Housing Authority, it would be helpful if the Housing Authority would support this program and have a Board Member at the October Town Meeting to support the program. A motion was made by Daniel Emerson and seconded by Don Black to support the Emergency Rental Assistance Program. The vote was Mitchell = AYE, Colt = AYE, Black = AYE, and Emerson = AYE. There were no NAY votes.

Groton Resident Mike Kerkmann spoke to the Board about the Housing Authority possibly selling to him part of our land on Nashua Road. The Board asked Mr. Kerkmann some questions and asked that he send them a copy of his land survey. They told Mr. Kerkmann that this is not a decision that they would be able to make at this meeting and would talk more about it at their next meeting after they have had a chance to go over the survey and our own surveys on our abutting land.

Minutes of a Regular Meeting

Groton Housing Authority

Board of Commissioners

September 16, 2020

7:00 PM

Page Two

3. CHECK REGISTERS:

.. JULY 2020: A motion was made by Don Black and seconded by Leslie Colt to approve the check register for July 2020. The vote was Mitchell = AYE, Colt = AYE, Black = AYE, Emerson = AYE. There were no NAY votes.

.. AUGUST 2020: A motion was made by Daniel Emerson and seconded by Leslie Colt to approve the check register for August 2020. The vote was Mitchell = AYE, Colt = AYE, Black = AYE, Emerson = AYE. There were no NAY votes.

4. FINANCIAL STATEMENTS:

.. DHCD CONSOLIDATED 4001 PROGRAMS ENDING 6/30/2020: A motion was made by Don Black and seconded by Daniel Emerson to approve the DHCD Consolidated 4001 financial statements for the period ending 6/30/2020. The vote was Mitchell = AYE, Colt = AYE, Black = AYE, Emerson = AYE. There were no NAY votes.

.. SANDY POND ROAD PROGRAM ENDING 6/30/2020: A motion was made by Don Black and seconded by Leslie Colt to approve the Sandy Pond Road financial statements for period ending 6/30/2020. The vote was Mitchell = AYE, Colt = AYE, Black = AYE, Emerson = AYE. There were no NAY votes.

.. STILL MEADOW PROGRAM ENDING 6/30/2020: A motion was made by Don Black and seconded by Daniel Emerson to approve the Still Meadow Program financial statements for the period ending 6/30/2020. The vote was Mitchell = AYE, Colt = AYE, Black = AYE, Emerson = AYE. There were no NAY votes.

.. DHCD CONSOLIDATED 4001 PROGRAMS ENDING 07/31/2020: A motion was made by Don Black and seconded by Daniel Emerson to not approve the DHCD Consolidated 4001 Financial Statements for period ending 07/31/2020 because there is no approved budget. The vote was Mitchell = AYE, Colt = AYE, Black = AYE, Emerson = AYE. There were no NAY votes.

.. SANDY POND ROAD PROGRAM ENDING 07/31/2020: A motion was made by Don Black and seconded by Daniel Emerson to not approve the Sandy Pond Road Financial Statements for period ending 07/31/2020 because there is no approved budget. The vote was Mitchell = AYE, Colt = AYE, Black = AYE, Emerson = AYE. There were no NAY votes.

.. STILL MEADOW PROGRAM ENDING 07/31/2020: A motion was made by Don Black and seconded by Daniel Emerson to not approve the Sandy Pond Road Financial Statements for period ending 07/31/2020 because there is no approved budget. The vote was Mitchell = AYE, Colt = AYE, Black = AYE, Emerson = AYE. There were no NAY votes.

Minutes of a Regular Meeting

Groton Housing Authority

Board of Commissioners

September 16, 2020

7:00 PM

Page Three

5. APPROVAL OF MINUTES:

.. JULY 15, 2020 REGULAR MEETING: A motion was made by Don Black and seconded by Leslie Colt to approve the minutes from our July 15, 2020 regular meeting. . The vote was Mitchell = AYE, Colt = AYE, Black = AYE, Emerson = AYE. There were no NAY votes.

6. NEW BUSINESS:

.. COVID 19 UPDATE: The Executive Director told the Board what we have been doing daily to stop the spread of Covid19. She told them that the maintenance team is continuing to come in every day to disinfect all high touch point areas. She mentioned that we have begun to do regular maintenance calls again, but that is subject to change when/if conditions worsen. Daniel Emerson asked about Covid-19 cases in the Executive Director's Authorities. She told him that Littleton had 1 case and so far, no cases in Groton and Westford that she knows of.

7. OLD BUSINESS:

.. BOARD MEMBER SEARCH: The Executive Director asked the Board if they had any ideas on who to approach for the vacancy that we have. Deirdre Slavin-Mitchell said that she wanted to reach out to Patrick Parker Roach to see if he might be interested. Daniel Emerson said he thought that Carolyn Perkins was appointed to the Housing Authority by the Select Board. The Executive Director said she would check with the Town Clerk's Office about that and let them know at the next meeting.

8. OTHER BUSINESS AS NEEDED: Don Black asked for the information that we have on our Nashua Road property. He would like to familiarize himself with it and hopes to be able to help us to develop it.

**AT 8:15 PM A MOTION WAS MADE BY DANIEL EMERSON AND SECONDED BY LESLIE COLT TO ADJOURN THE MEETING. THE VOTE WAS MITCHELL = AYE, COLT = AYE, BLACK = AYE, EMERSON = AYE. THERE WERE NO NAY VOTES. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, OCTOBER 21, 2020, 7:00 PM VIA GO TO MEETING.