

Minutes of a Regular Meeting
Groton Housing Authority
Board of Commissioners
May 19, 2021
7:00 PM

1. ROLL CALL: The meeting was called to order at 7:00 PM.
 - .. MEMBERS PRESENT: Deirdre Slavin-Mitchell
Don Black, Member
Daniel Emerson, Treasurer
Leslie Colt, Asst. Treasurer
 - .. MEMBERS ABSENT: None
 - .. OTHERS PRESENT: Lisa Larrabee, Executive Director, The Groton Channel, John Sopka

2. PUBLIC COMMENT: It was brought up that a concerned resident wrote a letter to the Groton Herald about the mess of children's toys, etc. in the back yards of 29 Lowell Road. The Board talked about possibly getting sheds for the bikes and other items outside. The Executive Director said that we should check with the Historic Commission to see if they will allow those in our back yards since we are in the historic district. She also mentioned that we do not have the funding to do this at this time and it will be a while before a project such as this would come up and be approved through our capital plan. The Executive Director was asked to check with the historic commission about sheds and to find out if CPA funds would pay for something like that. The Board also felt that a response should be sent to answer the concerned resident and let them know we have a tight budget, and it is something we may not be able to do. A motion was made by Daniel Emerson and seconded by Leslie Colt to have Deirdre Slavin-Mitchell and Lisa Larrabee write a response back to the concerned resident. The vote was Slavin-Mitchell = AYE, Colt = AYE, Emerson = AYE, and Black = AYE. There were no NAY votes.

3. CHECK REGISTER:
 - .. APRIL 2021: A motion was made by Don Black and seconded by Daniel Emerson to approve the check register for April 2021. The vote was Slavin-Mitchell = AYE, Colt = AYE, Emerson = AYE, Black = AYE. There were no NAY votes.

4. FINANCIAL STATEMENTS:
 - .. REVIEW AND APPROVE JANUARY 2021 FINANCIAL STATEMENTS: A motion was made by Don Black and seconded by Leslie Colt to approve the financial statements for our DHCD 400-1, Sandy Pond Road, Still Meadow and Willowdale Programs for January 2021. The vote was Slavin-Mitchell = AYE, Colt = AYE, Emerson = AYE, Black = AYE. There were no NAY votes.

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.. REVIEW AND APPROVE FEBRUARY 2021 FINANCIAL STATEMENTS: A motion was made by Don Black and seconded by Daniel Emerson to approve the financial statements for our DHCD 400-1, Sandy Pond Road, Still Meadow and Willowdale Programs for February 2021. The vote was Slavin-Mitchell = AYE, Colt = AYE, Emerson = AYE, Black = AYE. There were no NAY votes.

.. REVIEW AND APPROVE MARCH 2021 FINANCIAL STATEMENTS: A motion was made by Daniel Emerson and seconded by Don Black to approve the financial statements for our DHCD 400-1, Sandy Pond Road, Still Meadow and Willowdale Programs for March 2021. The vote was Slavin-Mitchell = AYE, Colt = AYE, Emerson = AYE, Black = AYE. There were no NAY votes.

5. APPROVAL OF MINUTES:

.. APRIL 21, 2021, REGULAR MEETING: A motion was made by Don Black and seconded by Leslie Colt to approve the minutes from our April 21, 2021, regular meeting. The vote was Slavin-Mitchell = AYE, Colt = AYE, Emerson = AYE, Black = AYE. There were no NAY votes.

6. NEW BUSINESS:

.. COVID-19 UPDATE: The Executive Director told the Board that we are pretty much back to normal operating hours now since things are starting to lighten up on the rules and regulations concerning Covid.

.. NASHUA ROAD INFORMATION: Don Black reported to the Board that he is currently working on getting the Right of First Refusal on the 8.5 acre parcel of land on the east side of Nashua Road. He also said that he met with large, local developers to talk about a trade off plan to possibly build all market rates on our current land and all affordable units on the smaller lot. He spoke with Sheila Harrington who said funding is available now. Don asked the Board if we agree that we keep this project directed toward our locals who need housing, and all agreed that yes, they agree. Dan Emerson said it sounds like an equitable trade off and a good plan. John Sopka said that the bulk of our property is not accessible without crossing wetlands. Don said that we have a land locked parcel, but access cannot be denied. If you cross it, you must replicate it. Deirdre Slavin-Mitchell said that she is also on the Diversity Task Force and a housing summit is being planned. She thinks this will be a topic that will come up.

.. DISCUSS AND APPROVE FORMULA FUNDING AWARDED FROM JUNE 30, 2022, TO JUNE 30, 2024: The Executive Director presented to the Board our Formula Funding award from June 30, 2022, to June 30, 2024, with a plus change of \$63,530.00. She explained we are getting basically \$31,000 for each fiscal year. A motion was made by Don Black and seconded by Leslie Colt to approve the formula funding award as presented. The vote was Slavin-Mitchell = AYE, Colt = AYE, Emerson = AYE, Black = AYE. There were no NAY votes.

.. DISCUSS WITH BOARD PER DIEM OFFICE HELP: The Executive Director told the Board that she has hired a temporary administrative staff person due to increasing demand of work that we are under from DHCD due to CHAMP and other various programs they are initiating. She told them this could affect our budget and if they come in, they mind find the new person here.

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7. OLD BUSINESS:

.. BOARD MEMBER SEARCH: John Sopka is running in the election at the end of the month and hopes to be an official Board Member at our June 2021 Board Meeting. Dan Emerson reminded him to get sworn in with the Town Clerk so that he can vote at our next meeting.

.. UPDATE ON FAMILY UNITS' PORCH AND DOORS PROJECT: The Executive Director told the Board that we had our preconstruction meeting and will be ready to go once all the materials are in. With Covid we have had delays in getting the materials that we need.

8. OTHER BUSINESS AS NEEDED: None at this meeting.

**AT 7:54 PM A MOTION WAS MADE BY DON BLACK AND SECONDED BY DANIEL EMERSON TO ADJOURN THE MEETING. THE VOTE WAS BLACK = AYE, EMERSON = AYE, MITCHELL = AYE AND COLT = AYE. THERE WERE NO NAY VOTES. THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, JUNE 16, 2021, 7:00 PM AT 19 LOWELL ROAD, GROTON, MA.