**GROTON HOUSING AUTHORITY**

**19 LOWELL ROAD, GROTON, MA 01450**

**PHONE: 978-448-3962 ~ FAX: 978-448-5845**

**EMAIL:** [**OFFICE@GROTONHA.ORG**](mailto:OFFICE@GROTONHA.ORG)

Minutes of a Regular Meeting

Groton Housing Authority

Board of Commissioners

August 3, 2023

5:00 PM

1. ROLL CALL: The meeting was called to order at 7:00 PM.

.. MEMBERS PRESENT: Daniel Emerson, Chair

John Sopka, Member

Leslie Colt, Treasurer

.. MEMBERS ABSENT: Don Black, Vice Chair

.. OTHERS PRESENT: Lisa Larrabee

1. PUBLIC COMMENT: NO PUBLIC COMMENT AT THIS MEETING.
2. CHECK REGISTER: NO CHECK REGISTER READY FOR THIS MEETING
3. FINANCIAL STATEMENTS:

.. EOHLC Consolidated Programs June 2023: A motion was made by Leslie Colt and seconded by John Sopka to approve the June 2023 EOHLC Consolidated Financial Statements. All Members present voted AYE. There were no NAY votes.

.. Sandy Pond Road June 2023: A motion was made by John Sopka and seconded by Leslie Colt to approve the Sandy Pond Road June 2023 Financial Statements. All Members present voted AYE. There were no NAY votes.

.. Still Meadow June 2023: A motion was made by John Sopka and seconded by Leslie Colt to approve the Still Meadow June 2023 Financial Statements. All Members present voted AYE. There were no NAY votes.

1. APPROVAL OF MINUTES:

.. July 12, 2023, Regular Meeting: A motion was made by Leslie Colt and seconded by John Sopka to approve the meeting minutes of the July 12, 2023, Regular Meeting. All Members present voted AYE. There were no NAY votes.

Minutes of a Regular Meeting

Groton Housing Authority

Board of Commissioners

July 12, 2023

7:00 PM

Page Two

1. NEW BUSINESS:

.. Discussion and Approval on Unit 33D Brookfield Commons Turnover: Lisa Larrabee told the Board that we went through the bid process and the contractor awarded the job for this turnover is FRG Contractors in the amount of $69,591.00. Since the Board already approved this at a prior meeting, Daniel Emerson signed the contract and John Sopka attested to it. No Board vote was needed for this transaction.

.. Discussion and Approval of 19 Lowell Road Siding and Insulation Project: Lisa Larrabee presented the Board with the Scope of Services for the 19 Lowell Road Siding and Insulation Project. After some discussion, a motion was made by John Sopka and seconded by Leslie Colt to accept the Scope of Services for the 19 Lowell Road Siding and Insulation Project. All Members present voted AYE. There were no NAY votes.

1. OLD BUSINESS:

.. Discussion on Using AHT Money for GHA Turnover at Still Meadow: The AHT provided the GHA with a Grant Agreement for accepting funding for the turnover of the Still Meadow Unit. After some discussion, a motion was made by John Sopka and seconded by Leslie Colt to accept the funding and grant from the AHT for the use of turning over the unit at Still Meadow. All Members present voted AYE. There were no NAY votes. A motion was made by Daniel Emerson and seconded by Leslie Colt to approve John Sopka as the GHA Representative on this matter which includes signing the Grant Agreement and accepting any minor changes to it. All Members present voted AYE. There were no NAY votes.

.. NASHUA ROAD INFORMATION: NO NEW INFORMATION PROVIDED AT THIS MEETING.

.. ONGOING INFORMATION REGARDING THE MBTA COMMUNITIES: NO NEW INFORMATION PROVIDED AT THIS MEETING.

.. REBUILDING CASH RESERVES – REFINANCING UPDATE AND RESERVES: NO NEW INFORMATION PROVIDED AT THIS MEETING

1. OTHER BUSINESS AS NEEDED*:*  Lisa Larrabee told the Board that she would be going out on leave for surgery beginning on September 19, 2023. She plans to be back to work on September 26, 2023, and will work that day and the next two days. At that time, she will be leaving for vacation. She mentioned that we would need to cancel our October meeting or have it later in the month. A motion was made by John Sopka and seconded by Leslie Colt to cancel the October 2023 Regular Board Meeting for the GHA. All Members present voted AYE. There were no NAY votes.
2. ADJOURN: A motion was made by John Sopka and seconded by Leslie Colt to adjourn the meeting at 5:49 PM. All Members present voted AYE. There were no NAY votes. THE NEXT REGULARLY SCHEDULED MEETING WILL BE ON THURSDAY, SEPTEMBER 7, 2023, 5:00 PM, at 19 LOWELL ROAD, GROTON, MA.