**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

June 6, 2024

5:00 PM

1. ROLL CALL: The meeting was called to order at 5:05 PM.

.. MEMBERS PRESENT: Daniel Emerson, Chair

John Sopka, Member

Don Black, Vice Chair

.. MEMBERS ABSENT: Leslie Colt, Treasurer

.. OTHERS PRESENT: Lisa Larrabee

1. PUBLIC COMMENT: NO PUBLIC COMMENT AT THIS MEETING.
2. CHECK REGISTER:

.. MARCH 2024 CHECK REGISTER: A motion was made by Don Black and seconded by John Sopka to approve the March 2024 Check Register. All Members present voted AYE. There were no NAY votes.

1. FINANCIAL STATEMENTS:

.. MARCH 2024 EOHLC (400-1) FINANCIAL STATEMENTS: A motion was made by Don Black and seconded by John Sopka to approve the March 2024 Financial Statements for EOHLC (400-1). All Members present voted AYE. There were no NAY votes.

.. MARCH 2024 SANDY POND ROAD FINANCIAL STATEMENTS: A motion was made by Don Black and seconded by John Sopka to approve the March 2024 Financial Statements for EOHLC (400-1). All Members present voted AYE. There were no NAY votes.

.. MARCH 2024 STILL MEADOW FINANCIAL STATEMENTS: A motion was made by Don Black and seconded by John Sopka to approve the March 2024 Financial Statements for EOHLC (400-1). All Members present voted AYE. There were no NAY votes.

1. APPROVAL OF MINUTES:

.. FEBRUARY 1, 2024, MEETING NOTES: No formal meeting was held. No vote was taken.

.. MARCH 7, 2024, REGULAR MEETING MINUTES: A motion was made by Don Black and seconded by John Sopka to approve the meeting minutes from our March 7, 2024, Regular Meeting. All Members present voted AYE. There were no NAY votes.

.. APRIL 4, 2024, ANNUAL PLAN MEETING: A motion was made by Don Black and seconded by John Sopka to approve the meeting minutes from our Annual Plan Meeting held on April 4, 2024. All Members voted AYE. There were no NAY votes.

.. MAY 2, 2024, REGULAR MEETING MINUTES: A motion was made by Don Black and seconded by John Sopka to approve the meeting minutes from our May 2, 2024, Regular Meeting. All Members present voted AYE. There were no NAY votes.

Minutes of a Regular Meeting

Groton Housing Authority

Board of Commissioners

June 6, 2024

5:00 PM

Page Two

1. NEW BUSINESS:

.. VACANCY UPDATE: The Executive Director gave the Board Members a copy of the current vacancies at the Groton Housing Authority and explained to them what was going on with each unit.

.. WORK ORDER UPDATE: The Executive Director gave the Board Members a copy of the work order report for May 2024 for their records.

1. OLD BUSINESS:

.. STILL MEADOW RENOVATIONS UPDATE: The unit is ready to rent. We have found an eligible and qualified applicant to rent the unit. Rent will be $1700.00 per month, plus utilities. John Sopka attended the Groton Housing Trust. The Trust is asking for an itemized report of expenses paid in excess of what they originally awarded us.

.. NASHUA ROAD INFORMATION: Don Black briefed that we need direction on the question of whether or not PFAS will be an issue for this property. Don will talk more with our Town Manager on this issue.

.. ONGOING INFORMATION REGARDING THE MBTA COMMUNITIES: John Sopka briefed that the Planning Board continues in its efforts to satisfy the requirements of the MBTA Communities.

.. SANDY POND ROAD RENTALS: Lisa Larrabee told the Board that we continue to have it fully rented and rent is being paid.

.. WASHER & DRYER ISSUES: Lisa Larrabee told the Board that we are having problems with the Company that provides the washers and dryers to our building. They are not repairing machines as needed, emptying the coin slots and they are not refunding tenants who lose money due to issues with the machines. She is going to look for another company to take over the machines once this current contract runs out.

.. FORCED ACCOUNT VACANT UNIT TURNOVER FUNDING: Lisa Larrabee told the Board that she is getting ready to submit bills to EOHLC for the elderly units that we turned over and recently rented. That will beA a good bit of money back into our account.

1. OTHER BUSINESS AS NEEDED*:*  No other business was discussed at this meeting.
2. ADJOURN: A motion was made by Don Black and seconded by John Sopka to adjourn the meeting at 6:31 PM. All Members present voted AYE. There were no NAY votes. THE NEXT REGULARLY SCHEDULED MEETING WILL BE ON THURSDAY, AUGUST 1, 2024, 5:00 PM, at 19 LOWELL ROAD, GROTON, MA.