

**GROTON HOUSING AUTHORITY**  
**19 LOWELL RD**  
**GROTON, MA 01450**

**May 29, 2025**

The Regular Meeting of the Groton Housing Authority was held on this date, May 29, 2025, at the office of the Authority, 19 Lowell Road, Groton, Massachusetts and was called to order at 4:00 PM by Chair Mr. Emerson.

Chairman Mr. Emerson called the roll of membership with the following present:

Present:                   Ms. Murray  
                              Mr. Sopka  
                              Ms. Colt  
                              Mr. Emerson

Others Present:       Krisanne Trainque- Interim Executive Director  
                              Residents

Chairman Mr. Emerson declared a quorum present, and the meeting opened for the transaction of business.

Chairman Mr. Emerson welcomed newest board member Sherry Murray.

**1. Public comment**

Several residents attended the board meeting. They requested an introduction of all board members. The list of concerns are listed below.

- Deck repair
- Air Conditioners cleaned
- Power wash the building
- Requested a description of the Tenant Board members role

All concerns are noted, and E.D. Trainque will make sure all issues will be addressed as time and money allow.

**2. Check Register**

E.D. Trainque provided the board with the check register from reports from April 2025. E.D. Trainque requested that the board vote acknowledgement of receipt of all financial reports.

A Motion by Ms. Colt seconded by Mr. Sopka to accumulatively acknowledge accepting the monthly check register from April 2025 as presented.

A roll call was taken with the following results:

Yeas:           Ms. Murray  
                  Ms. Colt  
                  Mr. Emerson  
                  Mr. Sopka

Chairman Emerson declared the motion carried and the vote adopted.

### **3. Financial Statements:**

Monthly Comparatives March 2025

A Motion by Mr. Sopka and seconded by Ms. Colt to accumulatively acknowledge the receipt of the March 2025 financials as presented.

A roll call was taken with the following results:

Yeas:           Ms. Murray  
                  Ms. Colt  
                  Mr. Emerson  
                  Mr. Sopka

Chairman Emerson declared the motion carried and the vote adopted

### **Quarterly Financial Statements period ending March 31, 2025**

A Motion by Mr. Sopka and seconded by Ms. Colt to accumulatively acknowledge the receipt of the Quarterly Financial Statements period ending March 31, 2025 as presented.

A roll call was taken with the following results:

Yeas:           Ms. Murray  
                  Ms. Colt  
                  Mr. Emerson  
                  Mr. Sopka

Chairman Emerson declared the motion carried and the vote adopted

### **4. Approval of Minutes:**

May 2025, Meeting Minutes

A request was made to remove the Notice of Meeting from the meeting minutes.

A Motion was made by Mr. Sopka to approve the May 2025 meeting minutes and seconded by Ms. Murray.

A roll call was taken with the following results:

Yeas:                   Ms. Murray

Mr. Sopka  
Ms. Colt  
Mr. Emerson

Chairman Emerson declared the motion carried and the vote adopted.

#### **5. Authorization of the CASL Contractor Authorized Signatory Listing Form**

A Motion was made by Mr. Sopka and seconded by Ms. Colt to approve the CASL Form to authorize Dan Emerson and Krisanne Trainque to sign documents on behalf of the housing authority.

A roll call was taken with the following results:

Yeas:                      Ms. Murray  
                                 Mr. Sopka  
                                 Ms. Colt  
                                 Mr. Emerson

Chairman Emerson declared the motion carried and the vote adopted.

#### **6. Sandy Pond Update**

Ken Martin Consultant is managing the financial issues concerning the Sandy Pond property. He has been working with MHP and they are conducting the annual inspections of the property on Friday, June 6, 2025.

#### **7. Secretary Augusts visit with the Housing Authority**

Secretary Augustus seemed very open to helping the housing authorities get where they need to be. He is visiting every housing authority in the state and Groton was his 121<sup>st</sup>. He is the first to visit since the Dukakis administration. This to be very encouraging for affordable housing and the housing authorities.

#### **8. Executive Director's Report**

Vacancy update – 2 open units 1 667 and 1 705

Work order update – currently we do not have any open or deferred work orders.

Inspections are scheduled for next week.

Mr. John Sopka requested we have a category on the agenda with ongoing or unfinished business. E.D. Trainque agreed this will be on the next meeting agenda.

#### **9. Other Business as needed**

Ms. Murray and Mr. Sopka are attending the Mass Housing Partnership in Worcester.

The Annual Plan is currently overdue. E.D. Trainque will get on Beth Thompson's schedule to get this complete.

Next meeting June 26, 2025

## **10. Adjournment**

A Motion was made by Mr. Emerson and seconded by Ms. Colt to adjourn the meeting.

A roll call was taken with the following results:

Yeas:	Ms. Murray
	Mr. Sopka
	Ms. Colt
	Mr. Emerson

Chairman Emerson declared the motion carried and the vote adopted.