**MINUTES**

**The Board of Commissioners of the Dracut Housing Authority met at a regularly scheduled virtual meeting on April 26, 2021. Chairman Sheehan opened the meeting at 5:00 p.m. and upon roll call those in attendance were as follows:**

 **PRESENT: Matthew Sheehan**

 **Debra DeWitt Ahern**

 **George Nangle**

 **Charles Kanavos**

 **Tom Bomil**

 **IN**

 **ATTENDANCE: Kelley Szymanski**

 **Mary T. Karabatsos**

**PUBLIC HEARING:**

**A public hearing was held on the Dracut Housing Authority’s Five Year 2021 – 2025 Federal Annual Plan. There were no calls in to the meeting from the public. Commissioner Kanavos asked if we had completed the projects from the previous year’s plan. The Director stated that due to covid we are a just starting to work on the previous plan, due to covid work was not able to be done in resident’s apartments. We are starting to get some of the work done and an interior lighting project will be starting over the next few months. Commissioner Bomil asked if the work must be done within a five-year period. The Director stated that the five-year plan can be changed annually if there is a need to change the plan to reflect a project that must be done sooner. Commissioner Nangle stated that the grant for this one-year plan is $66,608 which is not a ton of money but will help. The Director informed the Board that about five or six years ago we were receiving $37,000 a year so it has gone up quite a bit. Commissioner Bomil made a motion to close the public hearing for the Federal Annual Plan. Commissioner Nangle seconded the motion and upon roll call vote passed unanimously.**

**MINUTES:**

**Commissioner Bomil made a motion to approve the March 15, 2021, Board Meeting Minutes. Said motion was seconded by Vice Chairwoman DeWitt Ahern and upon roll call vote passed four to one with Commissioner Kanavos abstaining.**

**BILLS & COMMUNICATIONS:**

**Commissioner DeWitt Ahern made a motion to approve the March 2021 Financials. Said motion was seconded by Commissioner Kanavos and upon roll call vote passed unanimously.**

**Commissioner Kanavos made a motion to approve the April 2021 Warrant. Said motion was seconded by Commissioner Bomil and upon roll call vote passed unanimously.**

**EXECUTIVE DIRECTOR’S REPORT:**

**A vote to approve the Dracut Housing Authority’s Five-Year Annual Plan.**

**Vice-Chairwoman DeWitt Ahern made a motion to approve the Dracut Housing Authority’s Five-Year Plan. Said motion was seconded by Commissioner Kanavos and upon roll call vote passed unanimously.**

**A vote to approve the Dracut Housing Authority’s FY22 State Capital Plan.**

**The Director informed the Board that this is the state capital plan that is voted on annually. The projects included in the plan are those that we will be starting once the plan is approved by the Board as well as the Department of Housing & Community Development. Commissioner Bomil made a motion to approve the FY 22 State Capital Plan. Said motion was seconded by Vice-Chairwoman DeWitt Ahern and upon roll call vote passed unanimously.**

**Perfect Square Roofing Company Correspondence.**

**The Director informed the Board that she received a letter and brochure from Perfect Square Roofing Company. They are interested in doing work for the housing authority. The Director informed the Board that she sent a letter to Perfect Square explaining the process that vendors must utilize to bid on a project.**

**FY 2021 Income Limits.**

**Commissioner Kanavos made a motion to accept the FY 2021 Income Limits. Said motion was seconded by Vice Chairwoman DeWitt Ahern and upon roll call vote passed unanimously.**

**Thank you letter to Ken Martin, Methuen Housing Authority.**

**The Director informed the Board that upon a request from Commissioner Nangle that a letter was sent to Ken Martin thanking him for inviting Dracut Housing Authority residents to receive covid vaccination shots at the Methuen Housing Authority.**

**Work Order Report.**

**The Board received the work order report.**

**Vacancy Report.**

**The Board received the vacancy report.**

**COMMITTEE REPORTS:**

**None.**

**RESIDENT & PUBLIC PARTICIPATION:**

**None.**

**OLD BUSINESS:**

**Commissioner Kanavos inquired about the Resident Commissioner. He wanted to know how we fill this position and what the timeframe is. The Director informed the Board that it is not going to impact us this year it will be May 2022. Next year we will send out a letter to all the residents. The letter will explain the process and find out if any residents are interested in being on the Board. Residents that are interested will apply and the Board of Selectmen will choose. If no one is interested, we would request a waiver from the Department of Housing & Community Development. At that point Vice Chairwoman DeWitt Ahern would be in hold over status.**

**NEW BUSINESS:**

**None.**

**ADJOURNMENT:**

**Commissioner Bomil made a motion to adjourn the meeting. Said motion was seconded by Commissioner Kanavos and upon roll call vote passed unanimously.**

**Meeting adjourned 5:20 p.m.**