**MINUTES**

**The Board of Commissioners of the Dracut Housing Authority met at a regularly scheduled meeting on Monday, April 18, 2023. Vice Chairman Tom Bomil opened the meeting at 5:30 p.m. and upon roll call vote those in attendance were as follows:**

**PRESENT: Tom Bomil**

**George Nangle**

**Charles Kanavos**

**Andre Dubuque**

**ABSENT: Matthew Sheehan**

**IN**

**ATTENDANCE: Kelley Szymanski**

**Mary T. Karabatsos**

**Commissioner Dubuque made a motion that the agenda be taken out of order and that Kevin O’Brien be allowed to speak to the Board first. Said motion was seconded by Commissioner Kanavos and upon roll call vote passed unanimously.**

**Kevin O’Brien made his presentation. At the end of the Presentation, Commissioner Kanavos stated that we would take everything that was said under advisement and do our fact finding and Mr. O’Brien can come back to the next meeting. Said motion was seconded by Commissioner Dubuque**

**and passed unanimously.**

**MINUTES:**

**Commissioner Kanavos made a motion to approve the March 20, 2023 Board Meeting Minutes. Said motion was seconded by Commissioner Dubuque and upon roll call vote passed unanimously.**

**BILLS & FINANCIALS:**

**Commissioner Kanavos made a motion to approve the March 2023 Warrant. Under discussion Commissioner Kanavos inquired about the Pilot that was paid. He asked it if was based on a formula. The Director stated that there is a formula that comes from the Town and our Fee Accountant verifies it. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**Commissioner Kanavos made a motion to approve the February 2023 Financials. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**EXECUTIVE DIRECTOR’S REPORT:**

**RECOMMENDATION TO HIRE FOR THE POSITION OF MAINTENANCE LABORER.**

**Commissioner Dubuque made a motion to approve hiring Brian Deschenes as the new Maintenance Laborer. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**A vote to approve the low bidder, Eric C. Shaw Mechanical, 502 Rogers Street, Tewksbury, MA 01876, as the Plumbing/Heating Maintenance and Repair Service Contractor for the Dracut Housing Authority. The low bid was $24,200.**

**Commissioner Kanavos made a motion to approve the low bidder Eric C. Shaw Mechanical. Commissioner Dubuque asked how long the contract would be. The Director stated that initially there will be a one-year contract with the option of two additional years. Said motion was seconded by Commissioner Dubuque and upon roll call vote passed unanimously. Under discussion, Commissioner Nangle asked whether or not there would be hot water tanks in storage on the premises if we were to need one. The Director said that we do keep at least one in stock. Brian Martin also stated that we have different size tanks stored on site because each development utilizes different size tanks.**

**A vote to approve the low bidder, Sanibel Electrical Corporation, 11 Eames Street, Wilmington, MA 01887, as the Electrical Maintenance and Repairs Service Contractor. The low bid was $11,900.**

**Commissioner Nangle made a motion to approve the low bidder, Sanibel Electrical Corporation for the Electrical Maintenance and Repairs Service Contractor. Said motion was seconded by Commissioner Kanavos and upon roll call vote passed unanimously.**

**A vote to accept the Department of Labor Standards Wage Rates for Maintenance Supervisor at $34.41 per hour and Maintenance Laborer at $29.73 per hour.**

**Commissioner Kanavos made a motion to accept the Department of Labor ‘s Standard Wage Rates for Maintenance. Under discussion, Commissioner Kanavos inquired if we could give more raises to Maintenance. The Director stated that the amount that the Department of Labor dictates has to be the baseline for positions. Said motion was seconded by Commissioner Dubuque and upon roll call vote passed unanimously.**

**A vote to approve final payment to PJ Albert Inc. in the amount of $106,275.00,**

**for the replacement of asphalt walkways at 65 Phineas Street.**

**Commissioner Dubuque asked if there are any plans to do some of the walkways at 971 Mammoth Road. The Director stated that there are plans to do some of the walkways that need to be addressed. Commissioner Dubuque made a motion to approve the final payment to PJ Albert, Inc. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**Vacant Unit Report.**

**Commissioner Kanavos asked about the length of time it has taken to complete 31 Perron Lane. The Director stated that unfortunately there was a lot of work to complete in that unit and it has taken a long time for it to be completed.**

**Work Order Report.**

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

**Preventative Maintenance Report.**

**The Board received the preventative maintenance report.**

**COMMITTEE REPORTS:**

**Commissioner Kanavos talked briefly about the Planning Board and CPC which has basically been discussing Murphy Farm. Commissioner Nangle stated that the Planning Board is taking on the new phase of the zoning update. A lot of the Boards in town are discussing this. A lot of the zoning in the town is going to change. These changes will go to the Planning Board and ultimately to Town Meeting for a town vote.**

**RESIDENT & PUBLIC PARTICIPATION:**

**Pat Liljegren asked where the new Maintenance Laborer (Brian Deschenes) will be assigned. The Director said that we have not decided that yet.**

**OLD BUSINESS:**

**None.**

**NEW BUSINESS:**

**None.**

**ADJOURNMENT:**

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

**Meeting adjourned: 6:15 p.m.**