**MINUTES**

**The Board of Commissioners of the Dracut Housing Authority met virtually at a regularly scheduled meeting on August 17, 2020 at 5:00 p.m. Vice Chairwoman DeWitt Ahern opened the meeting at 5:00 p.m. and upon roll call vote those present were as follows:**

**PRESENT: George Nangle**

 **Matthew Sheehan**

 **Debra DeWitt Ahern**

 **Tom Bomil**

**ABSENT: Charles Kanavos**

**IN**

**ATTENDANCE: Kelley Szymanski**

 **Mary T. Karabatsos**

**ELECTION OF OFFICERS:**

**Commissioner Bomil nominated Matthew Sheehan for the position of Chairman. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**Commissioner Nangle nominated Debbie DeWitt Ahern to the position of Vice Chairman. Said motion was seconded by Commissioner Bomil and upon roll call vote passed unanimously.**

**Commissioner Bomil nominated George Nangle to the position of Treasurer. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.**

**Commissioner Nangle nominated Tom Bomil to the position of Assistant Treasurer. Said motion was seconded by Commissioner Sheehan and upon roll call vote passed unanimously.**

**The Director turned the meeting over to Chairman Matthew Sheehan. Chairman Sheehan stated that he wanted to thank everyone for their support, that he truly appreciated it.**

**WELCOME NEW BOARD MEMBER – TOM BOMIL**

**Chairman Sheehan stated that he would like to welcome Tom Bomil to the housing authority. He stated that he has had the opportunity to know Tom most of his life. He also said that he has been a great servant to the Town of Dracut, and he knows that he is going to do a great job for the housing authority and that it is an honor and a pleasure to serve alongside him. Commissioner Bomil thanked Matt. Commissioner Nangle also welcomed Commissioner Bomil and Commissioner DeWitt Ahern said that she was glad to have Tom on board.**

**MINUTES:**

**Commissioner Nangle made a motion to approve the June 24, 2020 Board Meeting Minutes. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote; Commissioner DeWitt Ahern - yes, Commissioner Nangle – yes, Commissioner Bomil – abstained, Commissioner Sheehan – yes. Three yes and 1 abstained. Minutes approved.**

**BILLS & COMMUNICATIONS:**

**Commissioner Bomil made a motion to approve the July 2020 Warrant. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.**

**Commissioner DeWitt Ahern made a motion to approve the August 2020 Warrant. Said motion was seconded by Commissioner Bomil and upon roll call vote passed unanimously.**

**Commissioner Nangle made a motion to put the June 2020 Financials on file for Audit. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.**

**EXECUTIVE DIRECTOR’S REPORT:**

**A vote to approve the Annual Plan for Fiscal Year 2021 for State Aided Public Housing.**

**Commissioner DeWitt Ahern made a motion to approve the Annual Plan for State Aided Public Housing. Said motion was seconded by Commissioner Bomil and upon roll call vote passed unanimously.**

**A vote to approve the Annual Plan for the 2020 Capital Fund Program.**

**Commissioner DeWitt Ahern made a motion to approve the 2020 Capital Fund Program for Federal Aided Pubic Housing. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**Update on projects on hold due to Covid 19:**

**The Director updated the Board on the projects below that are on hold due to Covid 19. At the present time, the state is not allowing work/renovations to be done in the interior of apartments. Maintenance is only doing work on the exterior as well as emergency work orders that need to be done in units.**

**The housing authority was awarded a Health & Safety Initiative in the amount of $ 11,125 to replace heat detectors and smoke detectors at 113 Parker Avenue and to replace rugs with VCT in the common areas of Congregate. This work will be done as soon as we get the go ahead. An engineer has already been hired to begin plans on the interior lights at Phineas Street. These lights are very old and not very energy efficient. It is our hope that we will be able to do this job as soon as we can. Cornerstone Construction has been hired and signed a contract for the 901 Congregate bathroom project. This work will also be done as soon as we are allowed.**

**Commissioner Bomil asked how the residents are doing during Covid. The Director stated that they have been doing very well. She said that Residents are enjoying being outside and walking around the grounds and the pond. Residents are also utilizing the gazebo. To date we do not know of any residents that have been impacted by Covid.**

**Roof Replacement – 1, 2, & 11 Perron Lane.**

**This project is being funded by the state formula funding program. It will be phased in over the next few years based on the amount of funding we get annually. This project should start In October 2020.**

**Update on Maintenance Work Trucks.**

**The Director informed the Board that the Insurance Company has totaled both trucks that were damaged by a falling tree. The Director stated that at this point it is unclear what we will be receiving from the insurance company for the trucks. New trucks will not be ordered until we get that number from the insurance company. We are currently renting one truck and two of the maintenance men are sharing a truck. Commissioner DeWitt Ahern said that it was great that no one was in the truck and no one was hurt by this incident.**

**Work Order Report.**

**The Board received the work order report. The only work orders were Deferred Maintenance (DF) and Preventative (P).**

**Vacant Report.**

**There is one vacant unit at 901 Mammoth Road. Due to the fact that this unit is a congregate unit we have requested a waiver to keep it vacant for the time being. This is a community living environment with some compromised residents, and we do not think that it would be safe to move someone in right now.**

**COMMITTEE REPORTS:**

**None. The Chairman will have to appoint a Board Member to Community Preservation.**

**OLD BUSINESS:**

**None.**

**NEW BUSINESS:**

**Commissioner Bomil said that he is looking forward to working on the Dracut Housing Authority Board. He stated that he had a good relationship with the Director when he was the Dracut Health Director. He said that he is looking forward to the next five years and he hopes that we have a good unified Board that will work together. Commissioner Bomil also acknowledged the Annual Plan reports, that showed that the Dracut Housing Authority has received above average and superior ratings from the Department of Housing & Community Development. Commissioner DeWitt Ahern also stated that the DHA ratings are usually very good.**

**ADJOURNMENT:**

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

**Meeting Adjourned: 5:23 p.m.**