

## MINUTES

The Board of Commissioners of the Dracut Housing Authority met at a regular meeting on February 23, 2015 at 971 Mammoth Road, Dracut, MA 01826. Chairman Russell Taylor opened the meeting at 6:00 p.m. and upon roll-call vote those present were as follows:

Present:                Brian J. Bond  
                             Debra DeWitt Ahern  
                             F. Russell Taylor  
                             George M. Nangle  
                             Jesse Forcier

### MINUTES:

Commissioner Forcier made a motion to approve the minutes of the January 26, 2015 Board Meeting. Said motion was seconded by George Nangle and upon roll call vote passed unanimously.

### BILLS AND COMMUNICATIONS:

A motion was made by Commissioner Nangle to place the financial report on file for audit. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.

A motion was made by Commissioner DeWitt Ahern to approve the warrant. Said motion was seconded by Commissioner Nangle. Under discussion, Commissioner Forcier asked how the housing authority hires the shovelers. The Director stated that Maintenance has a list of high school kids that when there is a day off from school they shovel for the DHA. Commissioner Forcier also asked if there will be any money/funds coming from the state for the snow state of emergency. The Director informed the Board that based on past years she believes that the state will offer some sort of a budget exemption sometime in the near future. We should be able to recoup some of the funds. Last year we were reimbursed \$31.00 per state unit. The Director anticipates that some sort of reimbursement should be coming in the future. The Director stated that between overtime and shovelers we are already up over \$11,000 and have spent quite a bit of money on excavators and the removal of snow and ice from the roofs. Commissioner Forcier stated that the sites look very good in regards to snow removal. Commissioner Bond asked about the bill for Brother's Pizza which was \$496.00. The Director stated that we have had a work crew on site from the Middlesex Sheriff's Department and part of the contract with the Sheriff's Department is that the housing authority has to supply breakfast and lunch to the work crew. That bill represents the cost of breakfast and lunch. The work crew has been painting interior common areas at the elderly sites. Upon roll call vote passed unanimously.

## EXECUTIVE DIRECTOR'S REPORT

a. **Public Housing Assessment System (PHAS) Score Report - 98**

The Director informed the Board that the Dracut Housing Authority received a 98 on this federal report. This report is a breakdown of physical, financial, management, and capital funds. The housing authority received a 98 out of a possible 100. This puts us in the high performer category.

b. **Section 8 Management Assessment Program (SEMAP) Score – 100**

The Director informed the Board that this is a report on the Section 8 Program. Linda Cote runs this program and she should be credited with this score result.

c. **Vacancy Report:**

The Board received a copy of the vacancy report.

d. **Work Order Report:**

The Board received a copy of the work order report. Commissioner Forcier inquired about snow and ice dams on the roofs of the developments. The Director informed the Board that we have had a few issues at Phineas Street.

## **COMMITTEE REPORTS:**

### **Housing Sub-Committee:**

Commissioner Forcier informed the Board that there is a Housing Sub-Committee Meeting scheduled for February 24, 2015 at Town Hall. The architects from KBA Architects will be there to give an update on their progress. Commissioner Bond asked if there has been any communication from anyone. Commissioner Forcier stated that this is the first communication scheduled for tomorrow.

Commissioner DeWitt Ahern reported that the presentation on affordable housing at the CPC Meeting has once again been rescheduled to March 3, 2015.

### **Heating Sub-Committee:**

No current updates.

## **OLD BUSINESS:**

Commissioner Bond asked about the plumbing /electrical contracts and whether or not they were annual contracts. The Director informed Commissioner Bond that they were annual contracts with one to two year renewals.

**NEW BUSINESS:**

No new business.

**RESIDENT & PUBLIC PARTICIPATION:**

Rita Giguere, 971 Mammoth Road #5B registered to speak at the meeting. Ms. Giguere stated that she believes there is someone smoking in the apartment below hers. She is requesting that the housing authority revisit the No Smoking Policy and make the entire complexes smoke free. Commissioner Forcier requested a copy of the "No Smoking Policy" for the next meeting. Commissioner Forcier requested to put this on the agenda for the next meeting under Old Business. Commissioner DeWitt Ahern stated that we were trying to be fair to the residents who have been here for many years and who smoke. Commissioner DeWitt Ahern said that we should designate an area for residents to smoke.

Commissioner Nangle requested that the March meeting be rescheduled for March 23, 2015. All members were in favor.

**ADJOURNMENT:**

A motion to adjourn was made by Commissioner Forcier. Said motion was made by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.

Meeting adjourned 6:26 p.m.