MINUTES

The Board of Commissioners of the Dracut Housing Authority met at a regular scheduled meeting on March 27, 2017at 971 Mammoth Road, Dracut, MA 01826. Chairman Russ Taylor opened the meeting at 6:00 p.m. and upon roll call vote those present were as follows:

PRESENT: Matthew Sheehan

Debbie DeWitt Ahern

F. Russell Taylor

Jesse Forcier

George Nangle

ABSENT: None

IN ATTENDANCE: Kelley Szymanski

Mary T. Karabatsos

**A Roll Call vote to enter Executive Session: Executive Session - Personnel**

Roll call vote was taken to go into Executive Session:

Matthew Sheehan – yes

Debbie DeWitt Ahern – yes

F. Russell Taylor – yes

Jesse Forcier – yes

George Nangle – yes

Commissioner Forcier made a motion to enter back into Regular Session. Said motion was seconded by Commissioner DeWitt Ahern.

Roll call vote was taken to go back into Regular Session:

Matthew Sheehan – yes

Debbie DeWitt Ahern – yes

F. Russell Taylor – yes

Jesse Forcier – yes

George Nangle – yes

Upon roll call vote passed unanimously.

**MINUTES:**

Commissioner Forcier made a motion to approve the minutes of the February 2017 Board Meeting. Said motion was seconded by Commissioner Sheehan and upon roll call vote passed unanimously.

**BILLS & COMMUNICATIONS:**

Commissioner DeWitt Ahern made a motion to approve the March 2017 Warrant. Said motion was seconded by Commissioner Forcier. Under discussion Commissioner Forcier inquired about the Hilltop Solar invoice. The Director explained the process and informed the Board that the housing authority is being credited .11 every month on the National Grid bill. The program has the potential of saving the housing authority close to 1 million dollars over twenty years. Commissioner Forcier also inquired about whether we would be able to use the units being built on Greenmont Avenue to replicate the units at Coventry Garden. This way we would be able to save on the condo fees that we pay to Coventry Garden. The Director stated that to replicate units they would have to be the exact type of units

Commissioner DeWitt Ahern made a motion to put the February 2017 Financial Reports on file for Audit.

Said motion was seconded by Commissioner Sheehan and upon roll call vote passed unanimously.

**EXECUTIVE DIRECTOR’S REPORT:**

**A vote to hire Byors and Sons Mechanical LLC to purchase, remove and install five (5) walk in showers at Phineas Street. Byors and Sons was the only bid received at a cost of $38,130.00.**

Commissioner Sheehan made a motion to hire Byors and Sons Mechanical LLC to install five walk in showers. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.

**A vote to hire AHR Home Improvement to remove drywall from walls in hallway, living room and kitchen and to install new sheet rock on walls and kitchen and living room ceiling at 135 Myron Street at a cost of $3,475.00.**

Commissioner Forcier made a motion to hire AHR Home Improvement to remove drywall from walls and install new sheet rock at 135 Myron Street. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.

**A vote to appoint Mary T. Karabatsos as the Chief Procurement Officer for the Dracut Housing Authority.**

Commissioner Forcier made a motion to appoint Mary T. Karabatsos as the Chief Procurement Officer. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.

**Vacancy Report.**

The Board received the vacancy report.

**Work Order Report.**

The Board received the work order report.

**MassNAHRO Annual Conference – May 21 – 24.**

The Board was informed of the Annual Conference which will be May 21 – 24 at SeaCrest.

**Legislative Day – April 13, 2017 State House.**

The Board was informed of the date of Legislative Day at the State House in Boston.

**A vote to approve the 2017 Department of Labor’s Maintenance Wage rates.**

Commissioner Forcier made a motion to approve the Department of Labor’s Maintenance Wage rates. Said motion was seconded by Commissioner Sheehan and upon roll call vote passed unanimously.

**COMMITTEE REPORTS:**

Request for Proposal Update – The Director informed the Board that she sent all the information on the Greenmont Avenue site to Sue Connolly at MHP. Sue will put together a draft RFP and the sub- committee will review before it is submitted to the Board. Commissioner Forcier said that he would schedule a sub-committee meeting as soon as we receive the RFP.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Commissioner Nangle inquired about the property on Lakeview Avenue and if it had been deeded back to the Town.

The next meeting will take place on April 24, 2017.

**RESIDENT & PUBLIC PARTICIPATION:**

None.

**ADJOURNMENT:**

Commissioner DeWitt Ahern made a motion to adjourn. Said motion was seconded by Commissioner Sheehan and upon roll call vote passed unanimously. Meeting adjourned 6:21 p.m.