**MINUTES**

The Board of Commissioners of the Dracut Housing Authority met at a regular scheduled meeting on March 18, 2019. Chairman Russell Taylor opened the meeting at 6:00 p.m. and upon roll call those present were as follows:

PRESENT: Debra DeWitt Ahern

 F. Russell Taylor

 Jesse Forcier

ABSENT: George Nangle

 Matthew Sheehan

IN

ATTENDANCE: Kelley Szymanski

 Mary T. Karabatsos

Chairman Taylor announced that the Board Meeting is being recorded.

**MINUTES:**

The votes to approve the January 28, 2019 Board Meeting Minutes and the February 25, 2019 Board Meeting Minutes will be voted on at the April 22, 2019 Board Meeting.

**BILLS & COMMUNICATIONS:**

Commissioner Forcier made a motion to approve the March 2019 Warrant. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.

Commissioner DeWitt Ahern made a motion to put the February 2019 Financials on file for audit. Said motion was seconded by Commissioner Forcier and upon roll call vote passed unanimously.

**EXECUTIVE DIRECTOR’S REPORT:**

**Conflict of Interest Law/Reminder.**

The Director reminded the Board of Commissioners that they should take the Conflict of Interest test and submit a copy of the certification to the Executive Director

**A vote to approve a contract for C&C Electrical Contractors Inc, 19 Crossman Road, Woburn, MA in the amount of $65,575.00 for the Stand by Generator for Phineas Street.**

The Director stated that at the last meeting the Board voted to rescind the contract to Sargent Electrical (low bidder) because they have not been receptive and have moved very slow on the contract. The project went back out to bid and C&C Electrical Contractors came in as the lowest bidder. The Director is requesting the Board to vote on this contract. There is approximately $200 difference in the two bids.

Commissioner5 Forcier made a motion to approve a contract with C&C Electrical Contractors for the Stand by Generator in the amount of $65,575.00. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.

**A vote to accept the Maintenance Wage Rates from the Massachusetts Department of**

**Labor. The 2019 wage rates are Maintenance Laborers $26.82 an hour and Maintenance Supervisor $30.44.**

Commissioner Forcier made a motion to accept the Maintenance Wage Rates. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.

**Meetings with Residents.**

The Director informed the Board that Staff has started meeting with residents on an ongoing basis. The Director stated that she hopes to meet with each development at least once a year. The meetings have been very informative, and residents are happy to be able to talk about their concerns with Staff.

**Vacant Report.**

The Board received the vacant report. There are currently two vacancies.

**Work Order Report.**

The Board received the work order report.

**COMMITTEE REPORTS:**

None.

**OLD BUSINESS:**

None.

**ADJOURNMENT:**

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