**MINUTES**

**The Board of Commissioners of the Dracut Housing Authority met at a regularly scheduled virtual meeting on March 15, 2021. Chairman Sheehan opened the meeting 5:00 p.m. and upon roll call vote those in attendance were as follows:**

**PRESENT: Matthew Sheehan**

**Debra DeWitt Ahern**

**George Nangle**

**Tom Bomil**

**ABSENT: Charles Kanavos**

**IN**

**ATTENDANCE: Kelley Szymanski**

**Mary T. Karabatsos**

**MINUTES:**

**Commissioner Nangle made a motion to approve the January 2021 Board Meeting Minutes. Said motion was seconded by Vice Chairwoman DeWitt Ahern and upon roll call vote motion was passed with Commissioner Bomil abstaining.**

**BILLS AND COMMUNICATIONS:**

**Commissioner DeWitt Ahern made a motion to approve the January 2021 Financials. Said motion was seconded by Vice Chairwoman DeWitt Ahern and upon roll call vote passed unanimously.**

**Commissioner Nangle made a motion to approve the February 2021 Financials. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.**

**Commissioner Nangle made a motion to approve the February 2021 Warrant. Said motion was seconded by Commissioner Bomil. Commissioner Bomil inquired about the Snow Shoveler Program. The Director informed the Board that it is a program where kids in town shovel for the DHA when we have a snowstorm. The kids are paid minimum wage. Upon roll call vote passed unanimously.**

**Commissioner DeWitt Ahern made a motion to approve the March 2021 Warrant. Said motion was seconded by Commissioner Bomil and upon roll call vote passed unanimously.**

**EXECUTIVE DIRECTOR’S REPORT:**

**A vote to accept the Department of Labor’s Maintenance Wage Rates effective 4/1/2021. Maintenance Laborer = $27.73 an hour, Maintenance Supervisor $31.62 an hour.**

**Commissioner Bomil made a motion to accept the new Maintenance Wage Rates. Said motion was seconded by Vice Chairwoman DeWitt Ahern. Commissioner Nangle asked what the percentage increase was this year. The Director replied approximately 1.5%. Upon roll call vote he motion passed unanimously.**

**Mass Housing taking over Contract Administration for Hanson Glen, 971 Mammoth Road.**

**The Director informed the Board that DHCD is giving up the contract for Hanson Glen Development. MassHousing will now be the contractor for this development. This is a program that is both federal and state funded. This change will not impact residents, they will still be paying 30% of their income for rent. This is still considered public housing. The reporting will all be the same. One difference is that we will have a separate budget for this program which DHCD will not be approving. Our fee accountant will continue to work on this development and put financial reports together. This is something that is happening across the state to these unique projects.**

**Fair market rent increase for 971 Mammoth Road. Project based rent increase from $793 to $1290.**

**The Director explained that the housing authority hired a consultant to do a market rate study on Hanson Glen Development. The goal was to increase the fair market rent that is allowed for Hanson Glen Development. Through this market rate study, we were able to increase the project based rental amount from $793 to $1290 a month. The resident pays 30% of their income and the federal government makes up the difference up to $ 1290 a month on each apartment. That is a large increase that the housing authority will be getting monthly from HUD.**

**Tenant Board Member Guidelines.**

**The Director informed the Board that DHCD has finally come out with guidelines in regard to Tenant Board Members. This year the Dracut Housing Authority will not be impacted because the guidelines will be put in place after the Town Election. The DHA will be impacted by this change in May 2022. Vice Chairwoman DeWitt Ahern is up for re-election next year so her position will be impacted. The Town will appoint a Resident to the Board, if there is a Resident that would like to be on the Board. Next year we will have to notify residents of this new process and hopefully there will be someone interested in the position.**

**Conflict of Interest Law due April 5, 2021.**

**The Director informed the Board that the Conflict-of-Interest training is due.**

**Resident Survey for Covid Vaccinations.**

**The Director informed the Board that Residents at the Dracut Housing Authority were invited to partake in a vaccination clinic at the Methuen Housing Authority. The Dracut Housing Authority did a survey and found that 99% of residents at the DHA have had at least one shot thus far. We had 5 residents attend the clinic in Methuen. Commissioner Nangle made a motion to have the Director send a letter to Mr. Martin from Methuen Housing Authority to thank him for including our residents in their clinic. Said motion was seconded by Commissioner Bomil and upon roll call vote passed unanimously.**

**Work Order Report.**

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

**Vacancy Report.**

**The Board received the vacancy report.**

**COMMITTEE REPORTS:**

**None.**

**RESIDENT & PUBLIC PARTICIPATION:**

**None.**

**OLD BUSINESS:**

**None.**

**NEW BUSINESS:**

**Commissioner Bomil asked who would be making the decision on when we can go back to in person Board meetings. Chairman Sheehan responded that the Board could make the decision. Some of the Town Boards are virtual and some are in person. He suggested that we give it another month and decide at that point.**

**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.**