**MINUTES**

**The Board of Commissioners of the Dracut Housing Authority met at the Annual Meeting on May 16, 2022. Chairman Sheehan opened the meeting at 5:30 p.m. and upon roll call vote those in attendance were as follows:**

 **PRESENT: Matthew Sheehan**

 **Tom Bomil**

 **George Nangle**

 **Charles Kanavos**

 **ABSENT: None**

 **IN**

 **ATTENCANCE: Kelley Szymanski**

 **Mary T. Karabatsos**

**ELECTION OF OFFICERS:**

**Commissioner Bomil made a motion to nominate Matthew Sheehan as Chairman. Said motion was seconded by Commissioner Nangle. No other nominations. Upon roll call vote passed unanimously.**

**Commissioner Nangle made a motion to nominate Tom Bomil as Vice Chairman. Said motion was seconded by Commissioner Kanavos. No other nominations. Upon roll call vote passed unanimously.**

**Chairman Sheehan made a motion to nominate Commissioner Nangle as Treasurer. Said motion was seconded by Commissioner Bomil. No other nominations. Upon roll call vote passed unanimously.**

**MINUTES:**

**Commissioner Nangle made a motion to approve the March 28, 2022, Board Meeting Minutes. Said motion was seconded by Vice Chairman Bomil and upon roll call vote passed unanimously.**

**Commissioner Nangle made a motion to approve the April 25, 2022, Board Meeting Minutes. Said motion was seconded by Vice Chairman Bomil and upon roll call vote passed unanimously.**

**BILLS & FINANCIALS:**

**Commissioner Kanavos made a motion to approve the May 2022 Warrant. Said motion was seconded by Vice Chairman Bomil and upon roll call vote passed unanimously.**

**EXECUTIVE DIRECTOR’S REPORT:**

**A discussion and vote to recommend a Dracut Housing Authority Resident to the Board of Selectmen to fill the position of Tenant Board Member.**

**Chairman Sheehan nominated Andre Dubuque to the position of Tenant Board Member. Chairman Sheehan stated that Andy has been to many meetings, he always participates in the meeting, and continually brings tenant’s concerns to the Board. Chairman Sheehan made a motion to nominate Andre Dubuque to the position of Tenant Board Member. Said motion was seconded by Commissioner Nangle and all members were in agreement. Mr. Dubuque thanked the Board for their support.**

**A review of the State AUP Audit.**

**Vice Chairman Bomil made a motion to accept the State AUP audit. Commissioner Kanavos seconded the motion. Commissioner Kanavos asked who performs the audits. The Director stated that it is Marcum Associates, and they are objective. Our Fee Accountant can not perform the State and Federal Audits. The Director also stated that the Dracut Housing Authority did not have any findings. Commissioner Kanavos asked how long the auditors take to do the audit. The Director stated that they start requesting information in December and continue to ask for information right up until last week. Upon roll call vote passed unanimously.**

**A review of the Federal Single Audit.**

**Chairman Nangle made a motion to accept the Federal Single Audit. Said motion was seconded by Vice Chairman Bomil and upon roll call vote passed unanimously.**

**Notification of the REAC Inspection scheduled for May 23, 2022, at Phineas Street**

**The Director notified the Board that the REAC inspection will take place on May 23rd.**

**A vote to approve the low bidder Federico Company, Weston, MA in the amount of $43,165 for the Site Drainage Improvement at 11 Perron Lane.**

**The Director explained to the Board that this work will be done at one of our special need’s homes. The site will free up additional parking, grading will be done, and it will make access in and out of the home more accommodating for the occupants. Vice Chairman Bomil stated that it is too bad that there is not more local contractor’s bidding on these projects. The Director stated that the process through the state is cumbersome and it’s a learning process. Commissioner Kanavos made a motion to approve the low bidder. Said motion was seconded by Vice Chairman Bomil and upon roll call vote passed unanimously.**

**Work Order Report.**

**The Director stated that a lot of the work orders were for work done at Phineas Street in preparation for the REAC inspection. Most of them are already complete.**

**COMMITTEE REPORTS:**

**Chairman Matt Sheehan informed the Board that he will be going to the CPC Meeting on Tuesday. He stated that he would be requesting funding from CPC to purchase a gazebo for Phineas Street.**

**RESIDENT & PUBLIC PARTICIPATION:**

**Steve Papanotas, Coventry Garden President, spoke to the Dracut Housing Authority Board regarding a shed that has been built on the Coventry Garden Site.**

**Vice Chairman Bomil inquired about the process going forward to appoint Andy Dubuque to the Board of Commissioners. Chairman Sheehan stated that he will send a recommendation to the Board of Selectmen to appoint Mr. Dubuque at the next meeting of the Selectmen.**

**OLD BUSINESS:**

**None.**

**NEW BUSINESS:**

**None.**

**ADJOURNMENT:**

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

**Meeting Adjourned: 5:38 p.m.**