

# MINUTES

The Board of Commissioners of the Dracut Housing Authority met in regular session on November 19, 2012 at 65 Phineas St, Dracut, Massachusetts. Chairman, Kenneth Cunha opened the meeting at 6:00 p.m. and upon roll-call vote those present were as follows:

Present:	Brian J. Bond
	Kenneth Cunha
Absent	Debra DeWitt Ahern
Absent	Gerald A. Surprenant
	F. Russell Taylor
Absent	Mary T. Karabatsos

## MINUTES REGULAR MEETING

Motion by Russell Taylor to accept the minutes of the October 15, 2012 meeting.  
Said motion was seconded by Brian Bond and upon roll call vote passed unanimously.

## FINANCIAL REPORT

Motion by Russell Taylor to approve the warrant. Said motion was seconded by Brian Bond and upon roll call vote passed unanimously.  
Upon discussion Commissioner Bond requested that invoices relating to all tradesmen be broken down to man hours worked and materials used for the completion of the job.

## EXECUTIVE DIRECTOR'S REPORT

### **A. Vote to approve the final payment to Vanguard Construction in the amount of \$17,566.40 for the landscape upgrade project at 971 Mammoth Road.**

Motion by Russell Taylor to approve the final payment to Vanguard Construction in the amount of \$17,566.40 for the landscape upgrade project at 971 Mammoth Road. Said motion was seconded by Brian Bond and upon roll call vote passed unanimously. Under discussion Brian Bond questioned if the project is complete. Brian Martin maintenance supervisor informed the board that the landscape project is complete.

### **B. Vote to approve the final payment to Coulter Construction in the amount of \$24,609.03 for the 180 interior door project at 65 Phineas St.**

Motion by Russell Taylor to approve the final payment to Coulter Construction in the amount of \$24,609.30 for the 180 interior door project at 65 Phineas St. Said motion was seconded by Brian Bond and upon roll call vote passed unanimously. Upon discussion Brian Bond questioned if the project is complete. Maintenance supervisor Brian Martin reported that the project is complete and the housing authority will be hiring a painting company to paint the new doors.

**C. Vacancy Report.**

The board reviewed the report.

**D. Work Order Report.**

The board reviewed the report.

**E. Richardson Property – funding update.**

Chairman Ken Cunha updated the board that the Executive Director has scheduled a meeting in January with a consultant to discuss funding sources and various scenarios for the property. Chairman Ken Cunha requested that all board members be present at the meeting. He feels that everyone should be participating in the discussion for funding for the Richardson property.

Chairman Ken Cunha also thanked Debra Dewitt Ahern for coordinating a bus from the council of aging to transport tenants to the town meeting to support the project. He also thanked Russell Taylor and Debra Dewitt Ahern for speaking at the town meeting in favor of the project.

**COMMITTEE REPORTS**

**A. Heating Committee**

**Phineas St.- Cost & Consumption**

The board reviewed the report.

**971 Mammoth Road- National Grid Energy Wise Program Recommendations**

Due to an audit that was conducted by National Grid 971 Mammoth Road will be receiving \$25,000 in energy saving fixtures.

**National Grid Update- Gas Conversion 971 Mammoth Road**

The consultant forwarded the report to National Grid. The housing authority is waiting for national grid to notify them of the results.

**B. Safety Committee**

**Mammoth Road Senior Zone Signals-cost estimates.**

Estimates were given to the board.

**C. Housing Committee**

**OLD BUSINESS**

**Four speed bumps were installed.**

**NEW BUSINESS**

Commissioner Bond requested that the lighting be updated at 65 Phineas St. He felt it was very dark and a danger to the residents.

**RESIDENT AND PUBLIC PARTICIPATION**

Jackie Chausee questioned when the lighting would be completed at 971 Mammoth Road. Gert Lampron spoke of assigned parking spots.

## ADJOURNMENT

Motion by Brian Bond to adjourn. Said motion was seconded by Russell Taylor and upon roll call vote passed unanimously. Meeting adjourned at 6:25 pm.