

# MINUTES

The Board of Commissioners of the Dracut Housing Authority met in regular session on April 22, 2013 at 971 Mammoth Road, 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  
                  Debra DeWitt Ahern  
                  Gerald A. Surprenant  
                  F. Russell Taylor

## MINUTES REGULAR MEETING

Motion by Gerald Surprenant to accept the minutes of the March 18, 2013 meeting. Said motion was seconded by Debra DeWitt Ahern and upon roll call vote passed unanimously.

## FINANCIAL REPORT

Motion by Gerald Surprenant to approve the warrant. Said motion was seconded by Debra DeWitt Ahern and upon roll call vote passed unanimously.

Motion by Gerry Surprenant to place the financial report on file for audit. Said motion was seconded by Brian Bond and upon roll call vote passed unanimously.

## EXECUTIVE DIRECTOR'S REPORT

- A. A vote to approve a contract to Marino Construction, 121 Parker Avenue, Chelmsford, Ma. in the amount of \$9,975 to build walls, encase existing stairway, and move existing door in the Community Room Building located at 971 Mammoth Road.**

Motion by Gerald Surprenant to approve a contract to Marino Construction, 121 Parker Avenue, Chelmsford, Ma. in the amount of \$9,975 to build walls, encase existing stairway, and move existing door in the Community Room Building located at 971 Mammoth Road. Said motion was seconded by Debra DeWitt Ahern and upon roll call vote passed unanimously.

- B. A vote to award a contract to Mark L'Heureux, 107 Old Meadow Road, Dracut Ma. for Plumbing and Maintenance Repair Service for the Dracut Housing Authority in the amount of \$71.92 an hour.**

Motion by Gerald Surprenant to approve a contract to Mark L'Heureux, 107 Old Meadow Road, Dracut, Ma. for Plumbing and Maintenance Repair Service for the Dracut Housing in the amount of \$71.92 an hour. Said motion was seconded by Brian Bond and upon roll call vote passed unanimously.

**C. A vote to award a contract to Sanibel Electrical Corporation, 27 Cutter Avenue, Somerville, Ma. 02144 for Electrical Maintenance and Repair Service for the Dracut Housing in the amount of \$72.12 an hour for regular rate and \$94.60 an hour for overtime rate.**

Motion by Gerald Surprenant to award a contract to Sanibel Electrical Corporation, 27 Cutter Avenue, Somerville, Ma. 02144 for Electrical Maintenance and Repair Service for the Dracut Housing Authority in the amount of \$72.12 an hour for regular rate and \$94.60 an hour for overtime rate. Said motion was seconded by Debra DeWitt Ahern and upon roll call vote passed unanimously. Under discussion Brian Bond was concerned with the length of time the contractor would be traveling for a service call. The Executive Director informed the board that in the contract that Sanibel Electrical Corporation will be given an hour to respond to all service calls.

**D. A vote to award a contract to Signet Electronic Systems, 106 Longwater Drive, Norwell, Ma. in the amount of \$18,014.04 for the installation of security equipment at 65 Phineas Street.**

Motion by Gerry Surprenant to award a contract to Signet Electronic Systems, 106 Longwater Drive, Norwell, Ma. in the amount of \$18,014.04 for the installation of security equipment at 65 Phineas Street. Said motion was seconded by Russell Taylor and upon roll call vote passed unanimously.

**E. Work Order Report.**

Board reviewed the report.

**F. Vacancy Report**

**COMMITTEE REPORTS**

**A. Heating Committee/ National Grid Technical Assistance Study Report.**

The board reviewed the report.

**B. Housing Committee/Update on Community Preservation Meeting.**

The CPC approved up to 20,000.00 for a feasibility study for the property at 1530 Bridge Street. This article will go to Town Meeting on June 3, 2013.

**OLD BUSINESS**

## **NEW BUSINESS**

### **A. Tribute to Gerald A. Surprenant for ten years of service.**

Chairman Ken Cunha thanked Gerald Surprenant for the dedication and years of service he has given to both the board and the residents. Mary Gail Martin, representing State Representative Colleen Garry presented Gerald Surprenant with a Citation from the Massachusetts House of Representatives for his dedication to the community and the community of the Dracut Housing Authority. Gerry Surprenant thanked the residents for his time served on the board of commissioners at the Dracut Housing Authority.

## **RESIDENT AND PUBLIC PARTICIPATION**

The residents thanked Gerry for his years of service at the Dracut Housing Authority.

## **ADJOURNMENT**

Motion by Gerald Surprenant to adjourn. Said motion was seconded by Brian Bond and upon roll call vote passed unanimously. Meeting adjourned at 6:45 P.M.