

MINUTES

The Board of Commissioners of the Dracut Housing Authority met in regular session on December 17, 2012 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 Russell Taylor to accept the minutes of the December 17, 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 Gerald Surprenant and upon roll call vote passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

- A. A vote to insert in the Dracut Housing Authority's Personnel Policy, under Article 6 Worker's Compensation Section 6.2- All accidents and injuries that occur during working hours must be reported to Maintenance Supervisor and Executive Director immediately.**

Motion by Brian Bond to approve a vote to insert in the Dracut Housing Authority's Personnel Policy under Article 6 Workers' Compensation Section 6.2- All accidents and injuries that occur during working hours must be reported to Maintenance Supervisor and Executive Director immediately. Commissioner Russell Taylor requested the wording "in writing" be inserted to the policy change. Said motion was seconded by Debra DeWitt Ahern and upon roll call vote passed unanimously.

- B. Vote to approve the FY 2013 Income Limits.**

Motion by Russell Taylor to approve the FY 2013 income limits. Said motion was seconded by Brian Bond and upon roll call vote passed unanimously.

- C. Correspondence from Town Manager Dennis Piendak in regards to the installation of Senior Signals on Mammoth Road.**
The board reviewed the report
- D. Coventry Gardens 2013 Budget.**
The board reviewed the report.
- E. Vacancy Report.**
The board reviewed the report.
- F. Work Order Report.**
The board reviewed the report. Commissioner Brian Bond thanked the Maintenance staff for their due diligence.

COMMITTEE REPORTS

- A. Heating Committee/ National Grid Update.**
The Executive Director provided the board with a review.
- B. Safety Committee**
 - a. Correspondence from Town Manager Dennis Piendak in regards to the Installation of Senior Zone Signals on Mammoth Road.**
Enclosed in the report are three alternatives with associated price estimates for installing the indicators in the vicinity of Mammoth Road. They will be submitted to the Capital Planning Committee and when the item is discussed the Executive Director will be notified so that she can be present.
 - b. Meeting with Representatives from Signet Electronics Inc. in regards to the installation of surveillance cameras at Phineas St.**
Signet Electronics is in the process of putting together a proposal.
- C. Housing Committee**
 - a. Request for Community Preservation Committee for the housing authority to provide a list of projects they would like to utilize CPA funds for.**
The Executive Director will be submitting a list of projects to the Community Preservation Committee.
The Selectmen have to vote to appropriate the funds for the Richardson property.

OLD BUSINESS

None

NEW BUSINESS

Motion made by Russell Taylor to award the staff December 24, 2012 and December 31, 2013 off with pay. Said motion was seconded by Brian Bond and upon roll Call vote passed unanimously.

RESIDENT AND PUBLIC PARTICIPATION

ADJOURNMENT

Motion by Brian Bond to adjourn. Said motion was seconded by Russell Taylor and upon roll call vote passed unanimously. Meeting adjourned at 6:23pm.