

MINUTES

The Board of Commissioners of the Dracut Housing Authority met in regular session on September 16, 2013 at 971 Mammoth Road, Dracut, Massachusetts. Chairman, Russell Taylor 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
 George Nangle
 F. Russell Taylor

MINUTES REGULAR MEETING

Motion by Brian Bond to accept the minutes of the August 19, 2013 meeting. Said motion was seconded by Ken Cunha and upon roll call vote passed unanimously.

FINANCIAL REPORT

Motion by Ken Cunha to approve the August 2013 warrant. Said motion was seconded by Debra Dewitt Ahern and upon roll call vote passed unanimously.

Motion by Ken Cunha to place the August 2013 financial report on file for audit. Said motion was seconded by Debra Dewitt Ahern and upon roll call vote passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

- A. A vote to approve the final payment to Site Improvements in the amount of \$24,680.00 for paving work completed at five scattered homes throughout the Town of Dracut (47-49 Hampson Street, 61-63 Hampson Street, 135 Myron Street, 67 Tanglewood Drive, and 51 Turgeon Avenue).**

Motion by Ken Cunha to approve final payment to Site Improvements in the amount of \$24,680.00 for paving work completed at five scattered homes throughout the Town of Dracut (47-49 Hampson Street, 61-63 Hampson Street, 135 Myron Street, 67 Tanglewood Drive, and 51 Turgeon Avenue). Said motion was seconded by George Nangle and upon roll call vote passed unanimously.

- B. Vote to accept the Capital Fund Program Grant (HUD) in the amount of \$35,563.00.**

Motion by Brian Bond to accept the Capital Fund Program Grant (HUD) in the amount of \$35,563.00. Said motion was passed seconded by Debbie Dewitt Ahern and upon roll call vote passed unanimously.

C. Discussion on “No Smoking Policy”.

The Executive Director addressed the board of the results of the no smoking survey that was distributed to the residents of the Dracut Housing Authority. The majority of the residents would like a policy put in place. The discussion of residents that already smoke would be grandfathered in. Debra Dewitt Ahern is concerned with the neighbors that would be allowed to smoke living next to residents that are not allowed to smoke. Commissioner Ken Cunha agreed that it should be included on the lease. Brian Bond was concerned if the policy was just for the units and would it include the public spaces, and outside the residents units. Chairman Russell Taylor was concerned with the residents that don't smoke and have health issues and can't be around smoke. A designated smoking area for the residents was discussed. Commissioner Ken Cunha suggested that getting the residents that do smoke together to get there feedback on the policy. The Executive Director clarified that the policy has not been put into place and was looking for feedback from the board.

D. Implementation of Uniform Policy for Maintenance Personnel.

The Executive Director informed the board that there will be a uniform policy put in place for the maintenance staff and the board will vote on the policy at the next meeting.

E. Vacancy Report.

The board reviewed the report.

F. Work Order Report.

Commissioner Brian Bond requested that any work done by outside contractors be included on the completed work order for vacant units along with work completed by maintenance staff.

COMMITTEE REPORTS

1. Housing Committee:

Update on Housing Sub-committee meeting with Dracut Selectmen.

Members of the Dracut Housing Authority Housing Sub Committee in conjunction with the Selectmen Housing Sub Committee met on September 16, 2013 at 971 Mammoth Road. The meeting opened at 3:30 P.M. with F. Russell Taylor, Mary T. Karabatsos, Robert Cox, and Joseph DiRocco in attendance.

Steve Joncas and Bill Lipchitz from Common Ground came to the meeting to deliver a presentation on the projects that they have developed for affordable housing.

Common Ground is a non- profit agency that housing authorities and other entities partner with to develop affordable housing.

Selectmen Cox and Selectmen DiRocco stated that they would support the project if it was strictly senior housing. Russ Taylor stated that the housing authority would like to see strictly senior housing but due to funding criteria we are not sure. Mary Karabatsos stated that an option to build senior housing might be a mixed income project for seniors. We would target seniors at 30%, 50%, 80% and Fair Market Rents for the project. This sort of mix would allow for higher revenue coming into the project. Russ Taylor also stated that the Dracut Housing Authority Board would also like to keep control of the development at its completion.

Selectmen DiRocco stated that before a CPC request for additional funding is made he suggested that the Dracut Housing Board define their mission. This would include target population, how many units, square footage of units, and style of housing.

Steve Joncas suggested that a consultant be hired to conduct a feasibility study and to assist in developing a Request For Proposals for funding and development.

A future meeting will be scheduled to inform the Selectmen of the decision by the Dracut Housing Board on their vision for the project.

Motion by Ken Cunha to pursue the project as 100% senior housing, number of units to be determined from the feasibility study, with mixed economic incomes, and the Dracut Housing Authority Board to have full control and ownership of the development at completion. Said motion was seconded by Debra Dewitt Ahern and upon roll call vote passed unanimously.

Update on the demolition of house at 1530 Bridge Street.

The board reviewed the report which concluded the house at 1530 Bridge Street does contain asbestos and hazardous materials. The housing authority will have to hire a certified Massachusetts asbestos removal company. The Dracut Housing Authority will be going out to bid for the demolition of the house and for the removal of asbestos.

Letter sent to Historical Commission.

The Executive Director sent the letter to the Historical Commission.

2. Heating Committee/Update on gas conversion.

BLW Engineers, Inc. was on site and has begun the conversion study.

3. Safety Committee:

Update on security.

The cameras are installed and Comcast is scheduled to install the modem.

OLD BUSINESS

None

NEW BUSINESS

None

RESIDENT AND PUBLIC PARTICIPATION

Jackie Chausse resident at 971 Mammoth Road spoke of the no smoking policy and if the contractors will be allowed to smoke on the property. The Executive Director will notify the contractors that they are not allowed to smoke on the property.

EXECUTIVE SESSION

Motion by Brian Bond to go into executive session to discuss personnel issues. Said motion was seconded by Ken Cunha. Upon roll call as follows:

Brian Bond yes

Kenneth Cunha yes

Debra DeWitt Ahern yes

George Nangle yes

Russell Taylor yes

RECONVENE TO OPEN SESSION

ADJOURNMENT

Motion by Ken Cunha to adjourn. Said motion was seconded by George Nangle and upon roll call vote passed unanimously. Meeting adjourned at 7:15 P.M.