

## MINUTES

The Board of Commissioners of the Dracut housing Authority met in regular session on November 18, 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 OF REULGAR MEETING**

Commissioner Bond made a motion to approve the minutes of the October 21, 2013 Board Meeting. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call voted passed unanimously.

### **FINANCIAL REPORT**

Commissioner Cunha made a motion to approve the warrant. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.

### **EXECUTIVE DIRECTOR'S REPORT**

- a.     **A vote to award a contract for carpeting and vinyl flooring to the low bidder Abdinoor's, 109 Arlington Street, Route 113, Dracut, MA 01826 in the amount of \$12,823.48.**

The Director reported that there were four companies that bid on this project. The Director explained the process for this bid project. Commissioner Bond asked for a bid package to be sent to him. Commissioner Bond stated that he was glad that it went to a local company. Commissioner Bond made a motion to award the bid to Abdinoor's. Commissioner Cunha seconded the bid and upon roll call vote passed unanimously.

- b.     **A vote to accept and certify the FY13 Year End Financial Statements.**

Commissioner Bond made a motion to accept and certify the FY 13 Year End Financials. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.

- c.     **A vote to approve and certify the Schedule of Positions and Compensation Form.**

Commissioner Cunha made a motion to approve and certify the Schedule of Positions and Compensation Form. Said motion was seconded by Commissioner Bond and upon roll call vote passed unanimously.

- d. **A vote to accept and certify the Compliance with Notification Procedures for Federal and State Lead Paint.**

Commissioner Bond made a motion to accept and certify the Compliance with Notification Procedures for Federal and State Lead Paint. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.

- e. **Maintenance Over-Time Report for the past five years.**

Commissioner Bond had requested this information at the November meeting. The report reflects that the amount we have been budgeting is reflective of the actual over time.

- f. **Vacancy Report.**

The Board reviewed the Vacancy Policy.

- g. **Work Order Report.**

The Board reviewed the Work Order Report.

#### **Committee Reports:**

##### **Housing Committee:**

Commissioner Bond updated the Board stating that he had a conversation with a gentleman from DHCD and explained the scenario that the Dracut Housing Authority is looking for. Commissioner Bond informed the person that we promised the Town that we would build senior housing, that we had formed a sub-committee with the Board of Selectmen, and that we are all on board with the project and hope to see it moving forward. He also explained that we will be going to CPC through Town Meeting in June requesting \$3,000,000. Commissioner Bond stated that the gentleman from DHCD is willing to move forward with this. Commissioner Bond explained to him that we have been hitting many roadblocks and that most people wanted us to build some family housing. He was surprised to hear that. He asked Commissioner Bond to put together a narrative, send it to him and then he will be in touch. Commissioner Bond also stated that he has a referral from MassHousing and he was told that there is money in the Affordable Housing Trust Fund that we could tap into. The person from DHCD also asked him if he was interested in other state funding and so Commissioner Bond believes that there is other funding available too. The Executive Director stated that she was curious who Commissioner Bond spoke to because she has spoken to many people at DHCD and that is not the information she has been getting. She also stated that the Affordable Housing Trust and other monies are obtained through a competitive funding process. Commissioner Bond stated that it's a foot in the door and we have someone who is willing to talk to us. Commissioner Bond stated that he would be going in front of CPC the following evening and that they would be talking about securing the \$3,000,000 for the Richardson site.

The Executive Director stated that she spoke to Atty. Weicker who is a non-profit attorney. The Executive Director talked about the process to become a non-profit. The Executive Director also informed the Board that they had discussed ways to obtain funding which would be separate from DHCD. Atty. Weicker stated that we would have to apply for an unsecured commercial loan that would be based on funding from revenue sources derived from future rents. The land could not be used for collateral because it is deed – restricted for either affordable housing or open space. Attorney Weicker will get back to the Executive Director with additional information. Commissioner DeWitt Ahern stated that we should not have a mirror board but rather a different board. Commissioner Bond suggested that a community board would be better, possibly a few selectmen would sit on the Board.

The Executive Director stated that she met with the Women's Institute who would work as consultants on a project like this. They work closely with DHCD and they discussed the caps that DHCD puts on funding. These caps dictate the size of the building and the amount of units you can build. On behalf of the Housing Authority, the Women's Institute requested feasibility funding from CEDAC. They were unfortunately denied because the State's current priority is to build some family units. Women's Institute has a call in to DHCD to try and get them on board. Commissioner Taylor asked if it made sense to have Senator Finegold and Representative Garry come in to talk with us. Commissioner DeWitt Ahern asked if we could set up a meeting with Senator Finegold, Rep. Garry and members of DHCD.

The Executive Director informed the Board that the demolition of 1530 Bridge Street will be going out to bid.

#### **Heating Committee.**

The Board was already updated at the prior meeting. Commissioner Bond and Commissioner Cunha would like to meet with the cost estimator.

#### **Safety Committee.**

The Executive Director informed the Board that the security cameras for 971 Mammoth Road have been ordered.

There has been a temporary light installed at 65 Phineas Street. We are currently waiting on quotes from companies.

#### **Old Business.**

Commissioner Taylor asked about a bed bug update. The Director informed the Board that we have not had any incidents and that we have had the company do monthly inspections.

#### **New Business.**

None.

#### **Resident and Public Participation.**

None.

A motion to adjourn was made by Commissioner Cunha. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously. Meeting adjourned 6:25 p.m.