**MINUTES**

**The Board of Commissioners of the Dracut Housing Authority met at a regularly scheduled meeting on November 16, 2020at 5:00 p.m. Vice Chairwoman DeWitt Ahern opened the meeting at 5:00 p.m. and upon roll call vote those present were as follows:**

**PRESENT: George Nangle**

**Tom Bomil**

**Debbie Dewitt Ahern**

**ABSENT: Charles Kanavos**

**Matthew Sheehan**

**IN**

**ATTENDANCE: Kelley Szymanski**

**Mary T. Karabatsos**

**MINUTES:**

**Commissioner Bomil made a motion to approve the October 19, 2020 Board Meeting Minutes. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**BILLS & COMMUNICATIONS:**

**Commissioner Nangle made a motion to approve the November 2020 warrant. Said motion was seconded by Commissioner Bomil and upon roll call vote passed unanimously.**

**EXECUTIVE DIRECTOR’S REPORT:**

**A vote to certify year end financials.**

**Commissioner Bomil made a motion to certify year-end financials. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously. The Director read from a financial statement composed by Jenna Milne, Fee Accountant. The statement is attached. The Fee Accountant stated that overall, the Dracut Housing Authority is in good financial shape.**

**A vote to approve Change Order #1 from Mike’s Construction in the amount of $1,797.00 for additional shingles for the roof replacement at Perron Lane.**

**Commissioner Bomil made a motion to approve Change Order #1 from Mike’s Construction in the amount of $1,797.00. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously. Commissioner Bomil inquired about local contractors bidding on the projects at the Dracut Housing. The Director responded that the bidding process through the state is cumbersome. The Director also stated that the bids are advertised in the Central Register, the Lowell Sun, and on our website. Therefore, the bid process is transparent.**

**A vote to approve the Certificate of Substantial Completion for Mike’s Construction in the amount of $47,215.00.**

**Commissioner Bomil made a motion to approve the Certificate of Completion in the amount of $47,215. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**A vote to approve the Certificate of Final Completion for Mike’s Construction in the amount of $49,700.**

**Commissioner Bomil made a motion to approve the Certificate of Final Completion in the amount of $49,700. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**Work Order Report.**

**The Board received the Work Order Report.**

**Vacancy Report.**

**The Board received the vacancy report. Currently, there are no work orders.**

**Updated Resident & Public Participation Policy.**

**The Director gave the Board an updated Resident & Public Participation Policy that was voted on at the last meeting.**

**COMMITTEE REPORT:**

**RESIDENT & PUBLIC PARTICIPATION:**

**OLD BUSINESS:**

**Commissioner Nangle inquired about the house on Bouchard Avenue that was hit by a car. He asked if we had put up something that would stop this from happening in the future. The Director stated that we placed boulders in front of the home.**

**NEW BUSINESS:**

**Commissioner Bomil stated that he has been taking the Board Member Training. He inquired about the State’s initiative to put a resident on the Board of Commissioners. The Director stated that there was supposed to be a Resident on the Board as of 2017. Unfortunately, up to this point, DHCD has not been able to implement that initiative.**

**ADJOURNMENT:**

**Commissioner Bomil made a motion to adjourn. Said motion was seconded by Commissioner Nangle and upon roll call vote passed unanimously.**

**Meeting adjourned: 6:16 pm**