MINUTES

The Board of Commissioners of the Dracut Housing Authority met at an annual meeting on May 10, 2016 at 971 Mammoth Road, Dracut, MA 01826. Chairman Russ Taylor opened the meeting and upon roll call those present were as follows:

PRESENT: F. Russell Taylor

 Jesse Forcier

 George M. Nangle

 Matthew Sheehan

 Debra DeWitt Ahern

IN ATTENDANCE: Kelley Szymanski

 Mary T. Karabatsos

**ELECTION OF OFFICERS:**

Chairman Taylor turned the meeting over to the Executive Director.

Commissioner Forcier made a motion to nominate F. Russell Taylor to the position of Chairman. Said motion was seconded by Commissioner Nangle. No other nominations. Upon roll call vote passed unanimously.

Commissioner Forcier made a motion to nominate Debra DeWitt Ahern to the position of Vice Chairman. Said motion was seconded by Commissioner Nangle. No other nominations. Upon roll call vote passed unanimously.

Commissioner Forcier made a motion to nominate George Nangle to the position of Treasurer. Said motion was seconded by Commissioner Sheehan. No other nominations. Upon roll call vote passed unanimously.

Commissioner Nangle made a motion to nominate Jesse Forcier to the position of Asst. Treasurer. Said motion was seconded by Commissioner DeWitt Ahern. No other nominations. Upon roll call vote passed unanimously.

Commissioner Nangle made a motion to nominate Matthew Sheehan to the position of Secretary. Said motion was seconded by Commissioner DeWitt Ahern. No other nominations. Upon roll call vote passed unanimously.

MINUTES:

Commissioner Sheehan made a motion to approve the minutes of the April 25, 2016 Board. Said motion was seconded by Commissioner Forcier. Upon roll call vote passed by four votes with Commissioner DeWitt Ahern abstaining.

**BILLS & COMMUNICATIONS:**

**A vote to approve the May 2016 Warrant.**

Commissioner Sheehan made a motion to approve the May 2016 warrant. Said motion was seconded by Commissioner DeWitt Ahern and upon roll call vote passed unanimously.

**A vote to put the April 2016 Financial Reports on file for Audit.**

There were no financials for this meeting.

**EXECUTIVE DIRECTOR’S REPORT:**

1. **Resignation of Aline Langone – Receptionist.**

The Director informed the Board that Aline Langone will be leaving the housing authority some time over the next few months. Aline has found a full time position at the Lowell Charter School. The housing authority will be posting this position some time over the next couple of months.

1. **Work Order Report.**

The Board received the work order report.

1. **Vacancy Report.**

The Board received the vacancy report.

1. **Open Meeting Law.**

The Board received the updates on the Open Meeting Law.

1. **COMMITTEE REPORTS:**
* **Housing Sub Committee Update.**

Commissioner Forcier stated that the architects have started working on the project. The Director informed the Board that she attended a meeting the previous week. The goal for the team is to present to the housing sub-committee a few different schematics and then the sub-committee can make a recommendation to the larger board. It was decided that the sub-committee would narrow down the options and bring it to the Board of Commissioners.

* **Heating Sub-Committee Update**

The State through Action Inc. will be starting the process of installing new boilers sometime after the new fiscal year begins.

1. **OLD BUSINESS:**

The Director informed the Board on the number of walk in showers that have been installed to date.

24 walk in showers installed at Phineas Street.

11 walk in showers installed at 971 Mammoth Road.

1. **NEW BUSINESS:**

Commissioner Nangle inquired about the pond and the damn. Brian Martin informed Commissioner Nangle that we could fix the damn but we would have to first meet with Conservation. The Director informed the Board that depending on the cost of the project we would have to get approval from DHCD to do work to the pond. Commissioner Nangle also stated that he would like to see a fountain in the pond. Commissioner Nangle said that he would like to get a report on what the cost for this project would be.

The Board wished Kelley a Happy Birthday!

1. **RESIDENT & PUBLIC PARTICIPATION:**

Jacqueline Chausse asked about the new heating system. The Director stated that we are in the pipeline to have some work done and install air source heat pumps.

Rita Giguere stated that the cracks in her sidewalk that she spoke of at the last meeting has been taken care of.

Shirley McLaughlin stated that it is very difficult for her to hear the Commissioners speaking when she watches the meeting on tv.

1. **ADJOURNMENT:**

Commissioner Nangle made a motion to adjourn. Said motion was seconded by Commissioner Sheehan. Upon roll call vote passed unanimously.

Meeting adjourned at 6:26 p.m.