

LUNENBURG HOUSING AUTHORITY

MINUTES OF REGULAR MEETING

April 19, 2011

Members Present: John Romano, Chairperson
Susan Szocik, Vice-Chairperson
Elizabeth Murphy, Member
Deborah A.H. Christen, Member
Sheila Lumi, Member

Also Present: Eugene Capoccia, Executive Director
Jen Benson, State Representative (D-Lunenburg)

There were a number of tenants present. Residents brought up a few complaints such as visitor's speeding at the complex, tenants feeding wild animals, and length of time to connect to answering service.

The Chairman asked to speak to the Board and all guest present. Mr. Romano expressed that after 15 years on the Board of Commissioners it was his time to move on.

State Representative Jen Benson (D-Lunenburg) presented Mr. Romano a plaque signed by the Speaker of the House commemorating his fifteen years of service.

The Executive Director also presented Mr. Romano a plaque thanking him for his dedicated service. Mr. Capoccia indicated that it was nice to have a partner working together to improve Pearl Brook.

The Chair declared a quorum present at 7:00 p.m. and began the meeting. Minutes of the March 15, 2011 were presented. On a motion by Elizabeth Murphy, seconded by Deborah A.H. Christen, the minutes of the meeting were approved.

The Executive Director provided his report. He informed that all units were rehabbed and occupied. There were two incidents of a toilet overflow involving the same tenant, which caused major damages and has been submitted as an insurance claim. Mr. Capoccia also mentioned that as a reasonable accommodation a front entrance stair railing has been installed at F-1. He also mentioned that bids have been requested for the heating and cooling system of the Community Center.

Mr. Capoccia then moved on to the Financial Report. He indicated that the Housing Authority decreased the amount of utilities throughout the years. He noted that in 2009 as of March 31st, per unit per month of utilities was \$335.25 and as of 2011 May 31st, per unit per month utilities is \$186.71.

Mr. Capoccia then brought out the following resolutions;

RESOLUTION TO EXTEND THE CONTRACT FOR FINANCIAL ASSISTANCE (CFA) BETWEEN THE LUNENBURG HOUSING AUTHORITY AND THE DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT TO CONVERT HEAT AND HOT WATER HEATERS FROM ELECTRIC TO GAS AT THE 667-1 PEARL BROOK APARTMENT DEVELOPMENT

WORK PLAN 1006, DHCD PROJECT No. 162013

Resolution 201107

Whereas: The Lunenburg Housing Authority has the need to extend the Contract for Financial Assistance (CFA) between the Lunenburg Housing Authority and the Department of Housing and Community Development in conjunction with the 667-1 Pearl Brook electric to gas conversion, and

Whereas: the above mentioned Contract for Assistance (CFA), CFA 1006, DHCD Project No. 162013 has been extended from June 30, 2011 to June 30, 2012,

NOW THEREFORE BE IT RESOLVED:

That the Lunenburg Housing Authority Board of Directors authorizes the Chair or the Executive Director to sign the Contract Amendment Form in conjunction with the 667-1 Pearl Brook electric to gas conversion now being undertaken by the Department of Housing and Community Development and the Lunenburg Housing Authority.

Resolved, Motion made by Susan Szocik to authorize the signing of the Contract Amendment Form by the Chair or Executive Director in conjunction with the 667-1 Pearl Brook electric to gas conversion currently being undertaken by the Lunenburg Housing Authority and the Department of Housing and Community Development.

Seconded, Deborah Christen seconded the Motion, and the Motion was passed by a unanimous vote.

**RESOLUTION TO EXTEND THE CONTRACT FOR FINANCIAL
ASSISTANCE (CFA) BETWEEN THE LUNENBURG HOUSING
AUTHORITY AND THE DEPARTMENT OF HOUSING & COMMUNITY
DEVELOPMENT FOR THE 667-1/705-1 GENERAL REPAIR PROJECT
AT THE PEARL BROOK DEVELOPMENT**

WORK PLAN 1004, DHCD PROJECT No. 162008

Resolution 201108

Whereas: The Lunenburg Housing Authority has the need to extend the Contract for Financial Assistance (CFA) between the Lunenburg Housing Authority and the Department of Housing and Community Development in conjunction with the 667-1/705-1 general repair project at the Pearl Brook Development, and

Whereas: the above mentioned Contract for Assistance (CFA), CFA 1004, DHCD Project No. 162008 has been extended from June 30, 2011 to June 30, 2012,

NOW THEREFORE BE IT RESOLVED:

That the Lunenburg Housing Authority Board of Directors authorizes the Chair or the Executive Director to sign the Contract Amendment Form in conjunction with the 667-1/705-1 general repair project at the Pearl Brook development now being undertaken by the Department of Housing and Community Development and the Lunenburg Housing Authority.

Resolved, Motion made by Deborah Christen to authorize the signing of the Contract Amendment Form by the Chair or Executive Director in conjunction with the 667-1/705-1 general repair project at the Pearl Brook development currently being undertaken by the Lunenburg Housing Authority and the Department of Housing and Community Development.

Seconded, Susan Szocik seconded the Motion, and the Motion was passed by a unanimous vote.

Being no further business, on a motion by Deborah A.H. Christen, seconded by Susan Szocik, the Board voted to adjourn the meeting at 8:30 PM. All were in favor.