

LUNENBURG HOUSING AUTHORITY

MINUTES OF REGULAR MEETING

September 20, 2011

Members Present: Susan Szocik, Chairperson
Elizabeth Murphy, Vice Chair
Amaryllis Leet, Member
Sheila Lumi, Member
Deborah A.H. Christen, Member

Also Present: Eugene Capoccia, Executive Director

A number of tenants were present. Tenants mentioned obtaining a first aid kit for the Community Room, which the Executive Director informed had already been purchased and would be available shortly. Tenants had no other comments.

At 7:10 p.m. the Chair declared the meeting opened. Minutes of the July 19, 2011 meeting were presented. On a Motion by Susan Szocik, seconded by Amaryllis Leet; the minutes were approved as presented. All were in favor.

The Executive Director provided his report. Mr. Capoccia brought the Board up to date on the renovations and insurance settlement. The upcoming Pearl Brook Open House was also discussed and a date of October 20, 2011 was selected.

The Board brought up concerns from several tenants about pets in the Community Room. The Board voted to ban all pets from the Community Room. This motion is in result of tenants requests. Tenants had previously voiced concerns that due to allergies, tripping over leashes and other concerns, pets should not be allowed in the community room.

Mr. Capoccia then went over the Financial Report. He noted that the Housing Authority was doing well. Income for the first eight months was up almost \$40,000. The need for operating subsidy was down by more than \$56,000. He indicated that if the Housing Authority continues to do well it will be ahead of the budgeted projections. On a motion by Sheila Lumi; seconded by Elizabeth Murphy, the Financial Report was approved, all in favor.

Then Mr. Capoccia presented the following motion;

**RESOLUTION FOR APPLICATION AND CERTIFICATE OF
PAYMENT NUMBER 16 IN CONJUNCTION WITH THE
MODERNIZATION WORK AT PEARL BROOK DEVELOPMENT
(667-1)**

DHCD PROJECT 162008, WORK PLAN 1004

Resolution 201116

Whereas: The Lunenburg Housing Authority has received from the contractor, Construction Dynamics, a Certificate for Partial Release of Retainage and Application and Certificate of Payment Number 16 in conjunction with the modernization work at Pearl Brook Development (667-1), and

Whereas: The amount of payment number 16 is **\$8,400.00**,

NOW THEREFORE BE IT RESOLVED,

That the Lunenburg Housing Authority Board of Directors authorizes the Executive Director or Assistant Executive Director to sign the Certificate for Partial Release of Retainage and Certificate of Payment Number 16, and any future application and certificate of payments received prior to Final Completion (contingent upon the architect's and DHCD's approval) in conjunction with the modernization work now being undertaken by the

Department of Housing and Community Development
and the Lunenburg Housing Authority.

RESOLVED, Motion made by Elizabeth Murphy to authorize the Executive Director or Assistant Executive Director to sign the Certificate for Partial Release of Retainage and Certificate of Payment Number 16, and any future application and certificate of payments received prior to Final Completion (contingent upon the architect's and DHCD's approval) in conjunction with the modernization project currently being undertaken by the Lunenburg Housing Authority and the Department of Housing and Community Development.

SECONDED, Sheila Lumi seconded the motion and the motion was passed by a unanimous vote.

Mr. Capoccia mentioned the upcoming 14th Annual Holiday Luncheon invitation from the Bemis Associates Inc.

Being no further business, on a motion by Amaryllis Leet, seconded by Susan Szocik, the Board voted to adjourn the meeting at 8:45 PM. All were in favor.