

LUNENBURG HOUSING AUTHORITY

MINUTES OF REGULAR MEETING

April 18, 2013

Members Present: Elizabeth Murphy, Chairperson
Paul Doherty, Member
Amaryllis Leet, Member
Sheila Lumi, Member

Members Absent: Deborah A.H. Christen, Vice Chair

Also Present: Eugene Capoccia, Secretary

There were many tenants present.

At 6:30 p.m. the Chair declared the meeting opened. Minutes of the March 21, 2013 meeting were presented. On a Motion by Elizabeth Murphy, seconded by Paul Doherty; the minutes were approved as presented. All were in favor.

The Executive Director then presented his report. The parking lot project is scheduled to take seven days with a two week interval, then one day for stripping. A tenant meeting was held to answer questions or concerns that had been brought up. The contractor assured that emergency vehicle access would be available at all times. On another note Mr. Capoccia informed the Board that Bernie Kirstein has accepted a job offer at another Housing Authority, as of May 13, 2013 he will no longer be part of the Leominster Housing Authority.

Mr. Capoccia spoke to the board regarding the Capital Improvement Plan funding for the upcoming year. It was agreed by the boards and tenants alike the monies should be spent upgrading kitchens for the elderly units and improvements to the family unit exteriors and patios. We would also like to make improvements to landscaping throughout the property. Approval by the board and tenants alike were in agreement with Mr. Capoccia's proposal for the CIP funds. On a motion by Paul Doherty, seconded by Sheila Lumi, Capitol Improvement Plan was unanimously approved.

The Executive Director then presented the Financial Report along with the bills for payments. He indicated that Housing Authority was performing well through the first quarter. Utilities and snow removal funds were currently over budget although Mr. Capoccia expected that those line items would come back into balance by the end of the year. Financial report including a review of accounts payable was accepted, on a motion by Elisabeth Murphy; seconded by Sheila Lumi, financial was approved as presented.

With no other business, on a motion by Paul Doherty, seconded by Amaryllis Leet, the Board voted to adjourn the meeting at 8:30 PM. All were in favor.