

**DARTMOUTH HOUSING AUTHORITY  
2 ANDERSON WAY  
NORTH DARTMOUTH, MA 02747  
REGULAR BOARD MEETING  
MONDAY, NOVEMBER 5, 2012**

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The Regular Board Meeting of the Dartmouth Housing Authority was called to order at Sol-E-Mar at 2:10 p.m. by Elaine Lancaster. Those in attendance and constituting a quorum included Sam Jonsson, Maria O'Connor, Constance Desbiens, Executive Director, Kerrie Bosse, Fee Accountant Thomas Joy and a few tenants were also in attendance. Chairman Christopher Markey and Wayne Whalley were excused.

DARTMOUTH TOWN CLERK

The pledge of allegiance was lead by Elaine Lancaster.

The Treasurer's Report was presented as follows:

**Balances:** 667-1 - \$124,397.04; 667-2 - \$231,059.18; Local Programs - \$13,981.99; S.E.M. - \$200,627.38; Revolving - \$37,546.85  
**Bills Paid:** 667-1 - \$8,204.62; 667-2 - \$21,205.34; S.E.M. - \$8,898.14  
(all on-line transfers) Local Programs - \$3,437.28

Fee Accountant Thomas Joy presented a yearend report on all three programs and presented the FY2013 budgets for 667-1 and 667-2 noting a 6.50% bottom line increase resulting in a zero subsidy year.

There were no Communications

The Executive Director reported on the following items: (the Board was given an outline of this report for easier access to the information given).

There is one vacancy at Munroe Terrace. The waiting list consists of approximately 12 elderly residents, two with veterans' preference, 8 non-elderly residents and 18 non-resident elderly and 12 non-elderly non-residents.

Luckily, the hurricane left little damage, we lost three trees between both properties and never lost power.

The Executive Director's evaluation should be done soon.

The Yearly Audit will begin on November 6, 2012.

The Fall Conference is on December 3rd and 4th in Westborough, MA., there is still time to register for a day.

The Board has requested a change of time for the monthly board meetings, either earlier during the day or mornings. This will be further discussed under New Business.

There will be an Office Staff Training on Friday, November 16th on Social Media in the Office, to be held in Raynham.

**BOARD MEETING (Con't)**  
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Under New Business a discussion took place regarding the time the Board Meetings will be changed to and it was decided that on a trial basis until next Memorial Day, they be held at 2:00 PM. At that time, it will be reviewed again.

Under Old Business all windows in first phase are done, vote needed for Change Order and final completion. In regards to the O'Connor-Sisson house, the presentation to the Zoning Board will be on November 13th at 7:30 in Room 304. Connie and Maura are going before the CPC for an update presentation on Wednesday night at 6:30 p.m.

A motion was made by Sam Jonsson and seconded by Maria Connor to approve the Minutes of the October 15th, 2012 meeting. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Sam Jonsson to accept the cash disbursements and invoices for the Revolving and Development accounts for November, 2012. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Sam Jonsson to accept the Executive Director's Report as presented. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Sam Jonsson to accept the Budget for 400-1 as presented stating a bottom line increase of 6.50% and approve the purchase of a new tractor in the amount of \$8500. The Board voted unanimously.

A motion was made by Sam Jonsson and seconded by Maria Connor to approve the budget for 667-A and to look into the purchase of a generator which would cost approximately \$25,000. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Sam Jonsson to approve incentive pays from the Section 8 program in the same amounts as previous year. The Board voted unanimously.

A motion was made by Sam Jonsson and seconded by Maria Connor to approve the Certificate of substantial completion of the windows. The Board voted unanimously.

A motion was made by Sam Jonsson and seconded by Maria Connor to approve the change order in the amount of \$6,000 for the rotted woods and soffits. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Sam Jonsson to approve the Certificate of Final Completion. The Board voted unanimously.

There being no further Old or New Business to be brought before the Board, a motion was made by Maria Connor and seconded by Sam Jonsson to adjourn this meeting at 3:15 p.m. The Board voted unanimously.

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The next regular meeting of the Dartmouth Housing Authority will be held on Monday, December 10, 2012 at 2:00 p.m. at Munroe Terrace.

Respectfully submitted,

Constance Desbiens  
Executive Director

**VOTED AND APPROVED BY THE BOARD ON 1/14/2013**

