

**DARTMOUTH HOUSING AUTHORITY  
2 ANDERSON WAY  
NORTH DARTMOUTH, MA 02747  
REGULAR BOARD MEETING  
MONDAY, NOVEMBER 10, 2014**

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DARTMOUTH TOWN CLERK

The Regular Board Meeting of the Dartmouth Housing Authority was called to order at Munroe Terrace at 2:05 p.m. by Chairman Elaine Lancaster. Those in attendance and constituting a quorum included Maria Connor, Raymond Souza, Constance Desbiens, Executive Director, Kerrie Bosse. Sam Jonsson and Wayne Whalley were excused.

The pledge of allegiance was lead by Elaine Lancaster.

The Treasurer's Report was presented as follows:

**Balances:** 667-1 - \$125,535.67; 667-2 - \$233,164.12; Local Programs - \$40,622.31; S.E.M. - \$276,739.88; Revolving - \$23,786.33

**Bills Paid:** 667-1 - \$12,214.65; 667-2 - \$35,572.91; S.E.M. - \$10,902.19  
Local Programs - \$1,975.15 (all on-line transfers).

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 are Four vacancies at Munroe Terrace. The waiting list is as follows; 1 transfer, 6 elderly veteran residents, 12 elderly residents, 13 non-elderly residents, 18 elderly non-residents and 26 non-elderly non-residents.
- Our yearly one-time audit was completed on October 24th. The draft report noted that there were no deficiencies or material weaknesses. Final report will be made available upon receipt.
- Capital Plan: small projects such as boiler room locks, CO2/Smoke Alarm combinations replaced; grab bars installed in the bathrooms and tree trimming have been scheduled and/or completed over the past few weeks.
- December Meeting; tentatively scheduled for December 8th will be a budget meeting.
- Fall Conference; will be in Plymouth from November 16th-18th.
- Tai Chi Class sponsored by Coastline/Supportive Services is slated to begin on December 9th and run on Tuesdays and Thursdays from 2:00-3:00 p.m. until January 29th.

**NEW BUSINESS: (all items require Board vote)**

- A vote will be needed to accept the Preference Changes for Section 8 Waiting List.
- A vote will be needed to adopt New Payment Standards and Fair Market Rents.
- A vote is needed to certify Certificate of Compliance/Lead Pain Law.
- A vote is needed to certify Quarterly Operating Statements-Year Ends.
- Executive Director's Evaluation will be put on the Agenda for December.
- The budget will be discussed with upcoming plans.
- Office Staff Incentive Pay to be discussed and possible vote.

### **OLD BUSINESS:**

There was no Old Business to be discussed.

### **TENANT INPUT:**

There was no Tenant Input.

### **VOTES:**

A motion was made by Raymond Souza and seconded by Maria Connor to approve the Minutes of September 8, 2014 meeting. The Board voted unanimously.

Check registers for October and November: tabled until December.

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

A motion was made by Raymond Souza and seconded by Maria Connor to accept the Preference Changes for Section 8 Waiting List as presented. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Raymond Souza to accept the New Payment Standards and Fair Market Rents as presented. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Raymond Souza to accept the Certificate of Compliance/Lead Paint Law. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Raymond Souza to accept the Quarterly Operating Statements as presented. The Board voted unanimously.

A motion was made by Raymond Souza and seconded by Maria Connor to approve Office Staff Incentive Pay same as last year. 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 Raymond Souza to adjourn the meeting at 2:45 p.m. The Board voted unanimously.

The next regular meeting of the Dartmouth Housing Authority will be held on December 8, 2014 at Sol-E-Mar. Budget Meeting will be held at that time.

Respectfully submitted,

Constance Desbiens, PHM, MPHA  
Executive Director

**VOTED AND APPROVED BY THE BOARD ON 12/8/2014**