

**DARTMOUTH HOUSING AUTHORITY
2 ANDERSON WAY
NORTH DARTMOUTH, MA 02747
REGULAR BOARD MEETING
MONDAY, MARCH 9, 2015**

The Regular Board Meeting of the Dartmouth Housing Authority was called to order at Munroe Terrace at 2:00 p.m. by Chairman Elaine Lancaster. Those in attendance and constituting a quorum included Wayne Whalley, Raymond Souza, Sam Jonsson, Maria Connor, Constance Desbiens, Executive Director, Kerrie Bosse, and a few tenants.

The pledge of allegiance was lead by Elaine Lancaster.

The communications consisted of the Mass NAHRO Paper and a letter of appreciation for the good work done by Maintenance in snow removal. One from a tenant and other from the LTO. A letter of thanks from the Board will be sent to all Maintenance Men.

The Treasurer's Report was presented as follows:

Balances: 667-1 - \$135,033.71; 667-2 - \$242,343.32; Local Programs - \$40,642.36; S.E.M. - \$276,876.38; Revolving - \$38,561.57
Bills Paid: 667-1 - \$13,123.15; 667-2 - \$22,268.10; S.E.M. - \$8,951.59
Local Programs - \$1,227.14 (all on-line transfers).

The communications consisted of the Mass NAHRO Paper and a card of appreciation.

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 is as follows; 4 elderly veteran residents, 2 Non-elderly Veteran Resident, 13 elderly residents, 13 non-elderly residents, 18 elderly non-residents and 26 non-elderly non-residents.
- Capital Plan: electrical outlets in kitchens will be replaced in the next few weeks or so; grab bars have been completed at Solemar.
- Snow Removal: men have worked very hard to keep up with recent storms; no real issues.
- Retirement Letter: Rose Correia letter to be read into the Minutes. Also, she went out on medical leave 2/26/2015 for 6 weeks. Kerrie will be working an extra morning (Thursday) and we will be closing the office on Wednesday afternoons to the public (if needed) to do paperwork. It was noted that revised job description for office staff will be brought before the Board in May/June for review.
- Policies: are in packet: Travel and Credit Card Policies; for you perusal; to be discussed under New Business in April.

NEW BUSINESS: There was no New Business

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BOARD MEETING (Con't)
MARCH 9, 2015

OLD BUSINESS:

Update on the O'Connor-Sisson House: the tax work has been done, closing should be set for the beginning of May. Architect is preparing final drawings for bidding process . Ground breaking will be after the closing.

TENANT INPUT:

A tenant asked about parking for tenants at the O'Connor-Sisson House. Connie informed him that there would be parking for the 9 tenants and the people providing services could park either off-street or in Munroe Terrace visitor lot. Another tenant asked about having ice melt in each building, which will be addressed next Winter.

VOTES:

A motion was made by Maria Connor and seconded by Wayne Whalley to approve the Minutes of December 8, 2014 meeting. The Board voted unanimously.

A motion was made by Wayne Whalley and seconded by Sam Jonsson to approve the Revolving check registers for January, February and March, 2015. The Board voted unanimously.

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

A motion was made by Wayne Whalley and seconded by Sam Jonsson to accept the retirement letter of Rose Correia will regret as presented. The Board voted unanimously.

There being no further Old or New Business to be brought before the Board, a motion was made by Wayne Whalley and seconded by Raymond Souza to adjourn the meeting at 2:45 p.m. The Board voted unanimously.

Discussion took place regarding Board Training. A motion was made by Wayne Whalley to contact Jeff Driscoll to set some dates for Open Meeting Law and Ethics Training (on a Saturday), seconded by Maria Connor. The Board voted unanimously. Swansea Housing Authority Board will also be invited.

The next regular meeting of the Dartmouth Housing Authority will be held on April 13, 2015 at Munroe Terrace.

Respectfully submitted,

Constance Desbiens, PHM, MPHA
Executive Director