

**DARTMOUTH HOUSING AUTHORITY  
2 ANDERSON WAY  
NORTH DARTMOUTH, MA 02747  
REGULAR BOARD MEETING  
MONDAY, APRIL 13, 2015**

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DARTMOUTH HOUSING AUTHORITY  
TOWN CLERK

The Regular Board Meeting of the Dartmouth Housing Authority was called to order at Solemar at 2:10 p.m. by Chairman Elaine Lancaster. Those in attendance and constituting a quorum included Wayne Whalley, Maria Connor, Constance Desbiens, Executive Director, Kerrie Bosse, and a few tenants. Sam Jonsson and Raymond Souza were excused.

The pledge of allegiance was lead by Elaine Lancaster.

The communications consisted of the Mass NAHRO Paper.

The Treasurer's Report was presented as follows:

**Balances:** 667-1 - \$133,668.21; 667-2 - \$284,406.75; Local Programs - \$41,526.38; S.E.M. - \$276,911.65; Revolving - \$5,098.91

**Bills Paid:** 667-1 - \$19,598.89; 667-2 - \$45,227.70; S.E.M. - \$14,598.51  
Local Programs - \$1,987.79 (all on-line transfers).

The communications consisted of the Mass NAHRO Paper.

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 Sol-E-Mar. The waiting list is as follows; 3 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 are done; closet doors are in and will be installed over the next month or two.
- Policies: in packet: Capitalization and Investment; for your perusal; will be discussed under New Business in May.
- Parking Issues: at Sol-E-Mar; there is no assigned parking. Tenants are asked to respect each other's normal spots/routine.
- Annual Conference is May 18-20th in Hyannis.
- The Executive Director's vacation will be April 26th-May 3rd.
- Board Training will be Saturday May 9th all day at DHA, Swansea Board Members will also be invited.

**NEW BUSINESS:**

The Travel Policy will be the same as it is for the State. The Credit Card Policy will be set to reimburse employees and not pay directly to the credit card company itself. DHA has a credit card used at Home Depot, which is kept in the Director's office.

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**OLD BUSINESS:**

Update on the O'Connor-Sisson House: site visit on Wednesday for any perspective Contractors, hope to start construction by the end of July.

**TENANT INPUT:**

A tenant asked about power washing at Solemar, will have to wait and see if water ban is lifted from the town. Painting will begin again in the Spring.

**VOTES:**

A motion was made by Maria Connor and seconded by Wayne Whalley to approve the Minutes of March 9, 2015 Meeting. The Board voted unanimously.

A motion was made by Wayne Whalley and seconded by Maria Connor to approve the Revolving check register for April, 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 Maria Connor to accept the Travel Policy. The Board voted unanimously.

A motion was made by Wayne Whalley and seconded by Maria Connor to accept the Credit Card Policy 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 Maria Connor to adjourn the meeting at 2:35 p.m. The Board voted unanimously.

The next regular meeting of the Dartmouth Housing Authority will be held on May 11, 2015 at Munroe Terrace.

Respectfully submitted,

Constance Desbiens, PHM, MPHA  
Executive Director

**VOTED AND APPROVED BY THE BOARD ON 5/11/2015**