

DARTMOUTH HOUSING AUTHORITY

2 ANDERSON WAY

NORTH DARTMOUTH, MA 02747

REGULAR BOARD MEETING

MONDAY, MAY 11, 2015

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DARTMOUTH TOWN CLERK

The Regular Board Meeting of the Dartmouth Housing Authority was called to order at Munroe Terrace at Munroe Terrace at 2:00 p.m. by Chairman Elaine Lancaster. Those in attendance and constituting a quorum included Sam Jonsson, Maria Connor, Constance Desbiens, Executive Director, and a few tenants. Wayne Whalley 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 - \$124,295.26; 667-2 - \$271,035.33; Local Programs - \$41,344.55; S.E.M. - \$276,945.79; Revolving - \$40,222.75

Bills Paid: 667-1 - \$11,431.14; 667-2 - \$28,577.56; S.E.M. - \$10,438.76
Local Programs - \$1,831.35 (all on-line transfers).

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: closet doors will be installed over the next few weeks and the patio wall (outside of the community center) will be repaired. Our next Capital Plan is slated to be worked on at the end of this month and will be brought to the tenants and Board on June 8th.
- Job Description; in packet as requested. In July, we will begin the process of redefining the front office staff/responsibilities in preparation of hiring a new person to take Rose's place.
- Annual Conference; May 18th-20th in Hyannis.
- Roof: Building 7-received 3 bids; need to discuss under New Business with a vote.
- Grievance Officers; Debbie Raymond has resigned; need replacement.

NEW BUSINESS:

The Investment Policy was discussed; noting that the changes consisted of deleting U.S. Treasury Bills, Bonds, Notes and DIF was increased to \$250,000.

The Capitalization Policy was discussed, noting no changes.

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Roof bids; There were three bids submitted: Above Board Contracting: \$17,400.00, De Melo Construction: \$19,999.98 and JD & D Construction: \$35,000.00. Executive Director will check references for Above Board Contracting . Pursuant to references, request that the Board award contract for \$17,400.00.

OLD BUSINESS:

Update on the O'Connor-Sisson House: Bids due on Tuesday, May 12, 2015.

TENANT INPUT:

Tenant expressed concerns regarding Police Dept. not be responsive to their requests. Executive Director will follow up.

VOTES:

A motion was made by Sam Jonsson and seconded by Maria Connor to approve the Minutes of April 13, 2015 Meeting. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Sam Jonsson to approve the Revolving check register for May, 2015. The Board voted unanimously.

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

A motion was made by Sam Jonsson and seconded by Maria Connor to accept the Investment Policy. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Sam Jonsson to accept the Capitalization Policy as presented. The Board voted unanimously.

A motion was made by Maria Connor and seconded by Sam Jonsson to accept bid for roof pending reference checks. 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 the meeting at 2:30 p.m. The Board voted unanimously.

The next regular meeting of the Dartmouth Housing Authority will be held on June 8, 2015 at Solemar.

Respectfully submitted,

Constance Desbiens, PHM, MPHA
Executive Director

VOTED AND APPROVED BY THE BOARD ON 6/8/2015