

PARTNERS IN HOUSING, LLC.

c/o 2 Anderson Way
North Dartmouth, MA 02747
Main Office – 508-994-1424

RECEIVED

MICHAEL GAGNE, President
MATTHEW O'CONNOR, Treasurer
ALBERT SEGUER
DARTMOUTH TOWN CLEP

MARIA CONNOR, Clerk
KEVIN SHEA
CONSTANCE DESBIENS, Recording Secretary

MINUTES TO MEETING HELD APRIL 6, 2015
MUNROE TERRACE - 8:30 A.M.

A meeting was held of the Board of Partners In Housing, LLC. on Monday, April 6, 2015; it was called to order at 8:35 a.m. by Michael Gagne.

In attendance were Michael Gagne, Matthew O'Connor, Maria Connor, Kevin Shea, and Constance Desbiens. Al Seguer was excused.

A motion was made by Maria and seconded by Kevin to approve the Minutes of the November 12, 2014 and January 6, 2015 meetings. The Board voted unanimously.

Connie gave the Board an update on where the project stood. She noted that the specs and plans went to the printer on Friday and the project has been listed in the Central Register. Site visit will take place on April 15th; Sub-Contractors' bid opening is April 23rd and General Contractors' bid opening is slated for April 30th. The Board requested information on names of sub-bidders and contractors who may bid on the project. The Rotary Club has approached us for information as they wish to do some fundraising for the project. Matt also has a lead on possible award money. It was noted that we will do some publicity outreach and gather information to send to the Town Meeting Members for support of the CPC request of \$50,000. The Board directed Connie to research the value of each unit as it pertains to furnishings, etc. in hope of seeking 9 corporate/non-profit sponsors. Information will be forwarded to the Board.

Connie submitted a detailed Administrative Time Reimbursement request for the Development Phase of the Project; noting that over a 7 ½ year period she worked 328 hours over and above her Housing Authority work which was an average of 43.75 hours per year or 4 hours per month. A motion was made by Matt and seconded by Maria to reimburse her at \$39.00 p/h with monies from the Development Account. A request will be sent to CPC for reimbursement of 254 hours out of the Development Funds still available. The Board voted unanimously.

Michael noted that Mattapoissett is looking into developing some housing replicating the O'Connor-Sisson House and inquired of the Board whether this is a project they may be interested in after ours is complete. They agreed that this may be something to look into.

Equal Housing Opportunity

Dartmouth Housing Authority shall not discriminate on the basis of race, color, national origin, age, sex, sexual orientation, or disability in admission to, access to, treatment in, or employment in its programs and activities.

The next scheduled meeting will be Monday, July 13, 2015; this will be our Annual Meeting. An earlier meeting may be needed to address bidding process/awarding of contracts.

The meeting adjourned at 9:15 a.m.

Respectfully submitted,
Constance Desbiens, PHM, MPHA
Recording Secretary

Approved July 13, 2015

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