

LUNENBURG HOUSING AUTHORITY

MINUTES OF REGULAR MEETING

July 20, 2010

Members Present: John Romano, Chairperson
Susan Szocik, Vice-Chairperson
Elizabeth Murphy, Member
Deborah A.H. Christen, Member

Member absent: Sheila Lumi, Member

Also Present: Eugene Capoccia, Executive Director

Tenants present had no comments.

At 6:30 p.m. the Chair declared the meeting opened. Minutes of the May 18, 2010 meeting were presented. On a Motion by Elizabeth Murphy, seconded by Susan Szocik; the minutes were approved as presented. All were in favor.

The Executive Director provided his report. Mr. Capoccia gave an update on the construction. He informed the Board he was pleased with the work so far and the next building to move into the "hotel" is scheduled for the end of the month.

The Chairperson then turned the gavel over to Mr. Capoccia for the purpose of electing new officers. After a brief discussion Elizabeth Murphy proposed the following; John Romano, Chair, Susan Szocik, Vice-Chair, Elizabeth Murphy, Member, Sheila Lumi, Member, Deborah A.H. Christen, Member, Eugene Capoccia, Secretary. Motion seconded by Susan Szocik; all in favor.

Mr. Capoccia then went over the Financial Report. The bills and checks were reviewed. Mr. Capoccia covered each of the budget line items for the sixth month statement ending June 30th, 2010. He noted that the budget called for an increase per unit per month from \$402.89 to the actual unit's

expenditure in the rate of \$416.38. This increase of \$14 per unit per month can be attributed to excess cost of utilities which are exactly \$14 per unit per month in excess of budgeted. On a motion by Susan Szocik and seconded by Deb Christen, the Financial Report was approved, all in favor.

Then Mr. Capoccia presented the following motions;

RESOLUTION TO ENTER INTO A CONTRACT FOR FINANCIAL ASSISTANCE (CFA) BETWEEN THE LUNENBURG HOUSING AUTHORITY AND THE DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT TO FUND DESIGN COSTS ASSOCIATED WITH THE 705 (WHITE STREET) HEATING SYSTEM REPLACEMENT.

WORK PLAN 1007, DHCD PROJECT No. 162014

Resolution 201003

Whereas: The Lunenburg Housing Authority has the need to enter into a Contract for Financial Assistance (CFA) between the Lunenburg Housing Authority and the Department of Housing and Community Development to fund design costs associated with the 705 (White Street) heating system replacement, and

Whereas: the funding award is in the amount of \$4,680.00,

NOW THEREFORE BE IT RESOLVED:

That the Lunenburg Housing Authority Board of Directors authorize the Chair or the Executive Director to sign the Contract for Financial Assistance (CFA), including any and all subsequent amendments submitted by DHCD, to fund design costs associated with the 705 (White Street) heating system replacement now being undertaken by the Department of Housing and Community Development and the Lunenburg Housing Authority.

Resolved, Motion made by Susan Szocik to authorize the signing of the Contract for Financial Assistance (CFA), and any and all amendments, by the Chair or Executive Director to fund design costs associated with the 705 (White Street) heating system replacement currently being undertaken by the Lunenburg Housing Authority and the Department of Housing and Community Development.

Seconded, Deborah Christen seconded the Motion, and the Motion was passed by a unanimous vote.

The board discussed the following resolution. Deb suggested amending the no smoking policy to read "third and each subsequent offence up to \$1,000.00 fine for each occurrence.

**RESOLUTION TO ADOPT A SMOKE-FREE POLICY
AT THE PEARL BROOK APARTMENTS**

Resolution 201004

Whereas: The majority of the residents and the members of the board believe that adoption of a smoke-free policy would enhance the safety and general health of all residents of Pearl Brook apartments, and

Whereas: The attached smoke-free lease addendum has been determined to be the most expedient method of implementing a smoke-free policy,

NOW THEREFORE BE IT RESOLVED:

That the Lunenburg Housing Authority Board of Directors adopt a smoke-free policy for Pearl Brook apartments including the adoption of the attached smoke-free lease addendum and further direct the staff to implement said policy at their earliest convenience.

Resolved, Motion made by Elizabeth Murphy

Seconded, Deborah A. H. Christen, seconded the Motion, and the Motion was passed by a unanimous vote.

Residents present in the audience cheered in appreciation of the adoption of a smoke-free living environment.

Mr. Capoccia informed the Board he had attended the "Open Meeting Law" meeting on July 14th.

Being no further business, on a motion by Susan Szocik, seconded by Elizabeth Murphy, the Board voted to adjourn the meeting at 8:30 PM. All were in favor.