

LUNENBURG HOUSING AUTHORITY

MINUTES OF REGULAR MEETING

March 15, 2011

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

There were a number of tenants present. They brought up several issues such as the dumpster being too small, several door knobs not working correctly and visitors driving too fast in the complex. Mr. Capoccia assured that these issues would be addressed.

The Chair declared a quorum present at 6:45 p.m. and began the meeting. Minutes of the November 16, 2010 were presented. On a motion by Elizabeth Murphy, seconded by John Romano the minutes of the meeting were approved.

The Chair then proceeded to present the Minutes of the February 15, 2011 meeting. On a motion by Deborah A.H. Christen, seconded by Susan Szocik the minutes were approved.

The Executive Director provided his report. He gave an update on the construction. All units are 100% occupied. Installations of the furnaces are complete. He also mentioned that they are looking into spring plantings.

Mr. Capoccia then went into the monthly Financial Report. He noted that the Housing Authority is doing much better than budget projections and that the utilities expenses were decreasing compared to previous years.

Mr. Capoccia then brought out the following resolutions;

RESOLUTION FOR ACCOUNTING SERVICES

Resolution 201105

- Whereas:** The Lunenburg Housing Authority requires a fee accountant to assist the agency in maintaining compliance with both State and Federal financial requirements and,
- Whereas:** The Lunenburg Housing Authority has used the firm of Fenton, Ewald & Associates, P.C. for a number of years and,
- Whereas:** The Lunenburg Housing Authority is satisfied with the performance of Fenton, Ewald & Associates, P.C.

NOW THEREFORE BE IT RESOLVED,

That the Lunenburg Housing Authority enter into a contract for Accounting services with Fenton, Ewald & Associates, P.C. for the period January 1, 2011 through December 31, 2011.

- RESOLVED,** Motion made by Susan Szocik to enter into contract for accounting services.
- SECONDED,** John Romano seconded the motion, and the motion was passed by a unanimous vote.

**RESOLUTION FOR APPLICATION AND CERTIFICATE OF
PAYMENT NUMBER 14 IN CONJUNCTION WITH THE
MODERNIZATION WORK AT PEARL BROOK DEVELOPMENT (667-1)**

DHCD PROJECT 162008, WORK PLAN 1004

Resolution 201106

- Whereas:** The Lunenburg Housing Authority has received from the contractor, Construction Dynamics, an Application and Certificate

of Payment Number 14 in conjunction with the modernization work at Pearl Brook Development (667-1), and

Whereas: The amount of payment number 14 is \$16,777.00,

NOW THEREFORE BE IT RESOLVED,

That the Lunenburg Housing Authority Board of Directors authorizes the Executive Director or Assistant Executive Director to sign Certificate of Payment Number 14, and any future application and certificate of payments received prior to Final Completion (contingent upon the architect's and DHCD's approval), in conjunction with the modernization work 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 Executive Director or Assistant Executive Director to sign Certificate of Payment Number 14, and any future application and certificate of payments received prior to Final Completion (contingent upon the architect's and DHCD's approval), in conjunction with the modernization project currently being undertaken by the Lunenburg Housing authority and the Department of Housing and Community Development.

SECONDED, John Romano seconded the motion and the motion was passed by a unanimous vote.

Mr. John Romano then informed the Board that after 15 years of service he is resigning.

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