LUNENBURG HOUSING AUTHORITY

MINUTES OF REGULAR MEETING

July 19, 2011

Members Present:	Susan Szocik, Vice-Chairperson Elizabeth Murphy, Member Amaryllis Leet, Member
Member absent:	Sheila Lumi, Member Deborah A.H. Christen, 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 April 19, 2011 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. He informed that Lunenburg's Formula Funding allocations have been completed. Part of the funding will be used to redo the asphalt road and parking lots. The community room had two efficient heat pumps installed, providing heating and cooling systems, which was paid by funding from UNITIL energy credits.

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

Mr. Capoccia then went over the Financial Report. Mr. Capoccia indicated income was up for the first six months by $29,000. In exception of

maintenance, the budget was in line with earlier projections. The Director pointed out that the operating budget was projected to need $48,000 in subsidy for the first six months. However, the Housing Authority only needed $11,000 meaning that the Housing Authority was $36,582 to the good. On a motion by Susan Szocik and seconded by Elizabeth Murphy, the Financial Report was approved, all in favor.

Then Mr. Capoccia presented the following motions;

RESOLUTION TO ENTER INTO A CONTRACT FOR SNOW & ICE REMOVAL

Resolution Number 201114

Whereas: The Lunenburg Housing Authority has the need for snow and ice removal at Pearl Brook and,

Whereas: There is a three year renewal option clause in the original contact award November 2008 with Gatsby Grounds Company for the 2011/2012, 2012/2013 and 2013/2014 winter seasons,

Whereas: The Lunenburg Housing Authority has been satisfied with the snow and ice removal by Gatsby Grounds Company for the 2008/2009, 2009/2010 and 2010/2011 winter seasons and,

NOW THEREFORE BE IT RESOLVED,

That the Lunenburg Housing Authority Board of Directors authorizes the Chairman and/or the Executive Director to award and enter into said contract renewal with Gatsby Grounds Company, 995 Sterling Road, Lancaster, MA 01523.

RESOLVED, Motion made by Susan Szocik to authorize the awarding and signing of any and all appropriate documents in connection with the snow and ice removal contract for the 2011/2012, 2012/2013 and 2013/2014 seasons.

SECONDED, Motion was seconded by Elizabeth Murphy and all were in favor.

RESOLUTION TO APPROVE THE APPLICATION FOR CAPITAL IMPROVEMENT PLAN - FORMULA FUNDING FOR PEARL BROOK TO DHCD

Resolution Number 201115

Whereas: DHCD will annually provide a given amount of capital development funding through a "formula funding" allocation to address deficiencies and deferred maintenance issues identified in a 2008 study and,

Whereas: The Lunenburg Housing Authority has the need to submit an application for Capital Improvement Plan (CIP) to DHCD for the years 2012, 2013 and 2014 and,

Whereas: A meeting was held with the tenants on July 18, 2011 for their comment and input as required by DHCD and,

NOW THEREFORE BE IT RESOLVED,

That the Lunenburg Housing Authority Board of Directors authorizes the Executive Director to submit the application for Capital Improvement Plan (CIP) Formula Funding, per the attached plan, to DHCD.

RESOLVED, Motion made by Susan Szocik to authorize the Executive Director to submit the application for Capital Improvement Plan (CIP) Formula Funding as proposed to DHCD.

SECONDED, Motion was seconded by Elizabeth Murphy and all were in favor.

Being no further business, on a motion by Amaryllis Leet, seconded by Elizabeth Murphy, the Board voted to adjourn the meeting at 8:45 PM. All were in favor.