

LUNENBURG HOUSING AUTHORITY

MINUTES OF REGULAR MEETING

May 15, 2012

Members Present: Deborah A.H. Christen, Vice Chair
Amaryllis Leet, Member
Paul Doherty, Member
Sheila Lumi, Member
Eugene Capoccia, Secretary

Members Absent: Elizabeth Murphy, Chairperson

There were no tenants present at this meeting.

At 6:30 p.m. the Chair declared the meeting opened. Minutes of the April 10, 2012 meeting were presented. On a Motion by Paul Doherty, seconded by Deborah A.H. Christen; the minutes were approved as presented. All were in favor.

The Executive Director then provided his report. Mr. Capoccia reported there had been no vacancies. The Director updated the Board on the modernization work completed by Construction Dynamics. He also informed that Graves Engineering will begin the design work for the repaving of the parking lots, however due to funding restrictions work will not go out to bid until the Spring of 2013.

Mr. Capoccia presented then went into the Financial Report. He reviewed each line item, indicating the Housing Authority is doing well at this time.

Mr. Capoccia then presented the following resolution:

**RESOLUTION FOR AUTHORIZATION OF
CHANGE ORDER NUMBER FIVE IN CONJUNCTION
WITH THE MODERNIZATION WORK
AT THE PEARL BROOK DEVELOPMENT (667-1)**

**WORK PLAN 1004; DHCD PROJECT NUMBER 162008
Resolution 201204**

Whereas: The Lunenburg Housing Authority has the need to sign a Change Order Number Five in conjunction with the modernization work at the Pearl Brook Development (667-1) and,

Whereas: This Change Order Number Five will decrease the contract by an amount of \$1,000.00.

NOW THEREFORE BE IT RESOLVED,

That the Lunenburg Housing Authority Board of Directors authorizes the Chair or the Executive Director to sign the Change Order Number Five in conjunction with the modernization work at the Pearl Brook Development (667-1) and now being undertaken by the Department of Housing and Community Development and the Lunenburg Housing Authority.

RESOLVED, Motion made by Paul Doherty to authorize the signing of the Change Order Number Five by the Chair or Executive Director in conjunction with the modernization work at the Pearl Brook Development (667-1) currently being undertaken by the Lunenburg Housing Authority and the Department of Housing and Community Development.

SECONDED, Sheila Lumi seconded the motion, and the motion was passed unanimously.

**RESOLUTION AUTHORIZING SIGNING OF THE
CERTIFICATE FOR PARTIAL RELEASE OF RETAINAGE
FOR THE MODERNIZATION WORK AT THE
PEARL BROOK DEVELOPMENT (667-1)**

WORK PLAN 1004; PROJECT NUMBER 162008

Resolution 201205

Whereas: The Architect (John Ciccariello & Associates, Inc.) has inspected and recommended that the modernization work at the Pearl Brook Development (667-1) is complete and,

Whereas: The representatives from the Department of Housing & Community Development have agreed with the Architect's assessment,

NOW THEREFORE BE IT RESOLVED,

That the Authority authorizes the Chair or Executive Director to sign the necessary documents in connection with the partial release

of retainage in the amount of \$22,973.00 for the modernization work at the Pearl Brook Development (667-1)

RESOLVED, Motion made by Paul Doherty to accept the certificate for partial release of retainage for the modernization work at the Pearl Brook Development (667-1).

SECONDED, Sheila Lumi seconded the motion, and the motion was passed by a unanimous vote.

**RESOLUTION AUTHORIZING SIGNING OF THE
CERTIFICATE OF FINAL COMPLETION AND PAYMENT
FOR THE MODERNIZATION WORK AT THE
PEARL BROOK DEVELOPMENT (667-1)**

WORK PLAN 1004; PROJECT NUMBER 162008

Resolution 201206

Whereas: The Architect (John Ciccariello & Associates, Inc.) has inspected and recommended that the modernization work at the Pearl Brook Development (667-1) has reached the point of Final Completion and,

Whereas: The representatives from the Department of Housing & Community Development have agreed with the Architect's assessment,

NOW THEREFORE BE IT RESOLVED,

That the Authority authorizes the Chair or Executive Director to sign the necessary documents in connection with the Final Completion of the modernization work at the Pearl Brook Development (667-1).

RESOLVED, Motion made by Paul Doherty to accept the Final Completion of the modernization work at the Pearl Brook Development (667-1).

SECONDED, Sheila Lumi seconded the motion, and the motion was passed by a unanimous vote.

With no other business, on a motion by Deborah A.H. Christen, seconded by Amaryllis Leet, the Board voted to adjourn the meeting at 7:23 PM. All were in favor.