

# LUNENBURG HOUSING AUTHORITY

## MINUTES OF REGULAR MEETING

September 20, 2012

Members Present: Elizabeth Murphy, Chairperson  
Deborah A.H. Christen, Vice Chair  
Paul Doherty, Member  
Eugene Capoccia, Secretary

Members Absent: Amaryllis Leet, Member  
Sheila Lumi, Member

There were no tenants present at this meeting.

At 6:30 p.m. the Chair declared the meeting opened. Minutes of the May 15, 2012 meeting were presented. On a Motion by Deborah A.H. Christen, seconded by Paul Doherty; the minutes were approved as presented. All were in favor.

The Executive Director then provided his report. Mr. Capoccia informed that one of the families had bought a home in Lunenburg and moved out and that residents are preparing for rent re-certifications.

He then informed the Board that Graves Engineering has finished the preliminary design for repaving of the parking lots to begin Spring of 2013. Mr. Capoccia also noted that the recycling karts for the dumpster area had been delivered.

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 the presented the following resolution:

### RESOLUTION TO WRITE-OFF UNRECOVERABLE DEBTS

#### RESOLUTION 201207

Whereas: A number of tenants of the Lunenburg Housing Authority have vacated while owing rent and,

**Whereas:** Those persons vacating owed \$1,827.01 as of May 31, 2012 (*see attached list*) and,

**Whereas:** The Lunenburg Housing Authority staff has made every reasonable effort to collect said vacated amounts without success,

**NOW THEREFORE BE IT RESOLVED,**

**That the Lunenburg Housing Authority officially write-off \$1,827.01 as uncollectible debts.**

**RESOLVED,** Motion made by Paul Doherty to write off \$1,827.01 as of May 31, 2012 as uncollectible debts.

**SECONDED,** Elizabeth Murphy seconded the motion, and the motion was passed by a unanimous vote.

**RESOLUTION ADOPTING DHCD INCOME LIMITS AND  
FMRs FOR CONTINUED OCCUPANCY**

**Resolution 201208**

**Whereas:** The Department of Housing and Community Development (DHCD) has revised the Income Limits to determine Eligibility and Continued Occupancy for the Massachusetts Conventional Housing Program, as well as FMRs for Continued Occupancy and,

**Whereas:** The Lunenburg Housing Authority has been advised by DHCD, that the revised income limits and FMRs may be adopted and,

**Whereas:** The Authority is currently administering the Conventional Housing program and,

**NOW THEREFORE BE IT RESOLVED,**

**That the Lunenburg Housing Authority adopt the Revised Income Limits and FMRs by household size specific for all sizes effective August 9, 2012.**

**RESOLVED,** Motion made by Paul Doherty to accept the Revised Income Limits and FMRs.

**SECONDED,** Deborah A.H. Christen 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 Elizabeth Murphy, the Board voted to adjourn the meeting at 7:30 PM. All were in favor.