

LUNENBURG HOUSING AUTHORITY

MINUTES OF REGULAR MEETING

August 22, 2013

Members Present: Deborah A.H. Christen, Vice Chair
Amaryllis Leet, Member
Paul Doherty, Member

Members Absent: Elizabeth Murphy, Chairperson
Sheila Lumi, Member

Also Present: Eugene Capoccia, Secretary
Peter Proulx, Recording Secretary

Resident participation:

A resident asked if the three HC spaces are to be assigned to residents. The Executive Director said that he will look into the matter. Another resident discussed the ramp on the front entrance to Building H. The resident asked to have the ramp looked at further for repairs. A third resident stated that the grass between the garden plots needed to be mowed and she was happy that maintenance did a good job mowing it.

The Chair opened the meeting at 6:45 p.m. and declared a quorum present. The Chair then presented the minutes of the May 23, 2013 monthly meeting. Paul Doherty made a motion to accept the minutes as presented, seconded by Deborah A.H. Christen; the motion was unanimously approved.

Executive Director Capoccia formally introduced the new Assistant Executive Director, Peter Proulx, to all present. The Executive Director also discussed the new rent collection process that allows residents to pay rent by direct deposit or by mailing a check with a voucher.

The Executive Director informed the Board that Keith Kennedy has started as the new maintenance mechanic and he is doing a good job so far. The Assistant Executive Director stated that there were no current vacancies but that one new vacancy was expected in September or possibly October.

The Executive Director presented the Financial Report for the period ending July 31, 2013 and reviewed the document with the Board. Checks and statements were reviewed and signed. On a motion by Amaryllis; seconded by Paul Doherty, the Financial Report was unanimously approved as presented.

There being no further business; on a motion by Paul Doherty, seconded by Amaryllis Leet, the meeting adjourned at 7:10 p.m.