

# LUNENBURG HOUSING AUTHORITY

## MINUTES OF THE MONTHLY MEETING

June 19, 2014

Members Present: Elizabeth Murphy, Chair  
Deborah A.H. Christen, Vice Chair  
Sheila Lumi, Member  
Amaryllis Leet, Member  
Caroline Fortin, Member

Also Present: Eugene Capoccia, Secretary

### Resident Participation:

The Executive Director answered a number of questions brought up by tenants present at the meeting. Some comments included the need to rake leaves in the back parking lot and some concern about the need for additional parking.

1. The chair declared a quorum present and opened the meeting at 6:42 p.m.
2. Minutes:

Deborah Christen made a motion to accept the minutes of the April 17, 2014 meeting. Caroline Fortin seconded the motion, the motion was unanimously approved.

The Director declared this to be the annual meeting; as such he called for nominations. Sheila Lumi motioned to nominate the same slate of officers; that being Elizabeth Murphy as Chair and Deborah Christen as Vice Chair. Motion was seconded by Caroline Fortin; all were in favor and the motion

carried. Therefore, the officers for the 2014-2015 year are Elizabeth Murphy as Chair and Deborah Christen as Vice-Chair.

3. The Executive Director presented his Report noting that our occupancy is at 100% as is the rent collection.
4. The Executive Director presented the Financial Report; he noted that the reserves were at 62.3% and that the housing authority was ahead of their budget projections by \$30,652.00. Caroline Fortin made a motion to accept the financial report, seconded by Deb Christen. The financial report was accepted.
5. The Executive Director presented the Facilities Report.
6. No Motions.

Mr. Capoccia presented the following resolution:

RESOLUTION TO ALLOW THE LUNENBURG HOUSING AUTHORITY TO REVISE THE  
SAMPLE FEE SCHEDULE

Resolution 201405

Whereas: The costs of maintenance and material has increased and,

Whereas: The authority has an obligation to recover the costs for damages and other maintenance related charges as a result of resident damages and replacement of light bulbs.

NOW THEREFORE BE IT RESOLVED,

That the attached list of fees is revised to meet the current costs associated with damages and other maintenance related charges.

RESOLVED, Motion made by Sheila Lumi to allow the Lunenburg Housing Authority to revise the maintenance fee schedule.

SECONDED, Caroline Fortin seconded the motion, and the motion was passed.

7. No Old Business.

8. New Business:

9. No Correspondence.

Mr. Capoccia reported on the correspondence from State Auditor Susan Bump. He also presented the resignation of board member Sheila Lumi. Both were accepted by the board.

10. Being no further business; on a Motion by Deborah Christen, seconded by Sheila Lumi, the Meeting adjourned at 7:50 p.m.