

REGULAR MEETING

May 15, 2018

MINUTES 204 Elm Street (C O A) 6:00pm

ROLL CALL Present: **Christine Sullivan Rick Leco , Gloria Paton, Colleen Scott & Joan Liljander**

Absent: none

Also Present: Dan Ouellette

THIS IS THE RE-ORGANIZATION MEETING FOR OFFICER ELECTIONS (see other side for Order).

May Meeting began after the re-organization session.

CONSENT AGENDA

- 1. **MINUTES**
Regular Meeting – April 17, 2018
- 2. **FINANCIALS**
Check Register –April 2018
Balance Sheets- not present
- 3. **MODERNIZATION/FORMULA FUNDING**
Elevator South Washington
Circle Court Roofs
CIP Plan
- 4. **MONTHLY REPORTS**
Section 8
Conventional Housing
- 5. **TENANT ASSOCIATIONS:**
ALL three have met with the Executive Director to review the following:
NAHA Budget
NAHA CIP 5-Year Plan
NAHA 2019 Annual Plan (see LTO President statements.)
- 6. **OLD BUSINESS**

Motion to Approve/ Accept the Consent Agenda items by: R. Leco Second: G. Paton
Vote: Unanimous In Favor (UIF)

BUSINESS AGENDA **NEW BUSINESS**

- A. E.D. requests authorization to issue RFP trash removal / recycling services and sign 5+ year contract with best bidder. Motion: G. Paton Second J. Liljander Vote: Unanimous IF
- B. E. D. Requests Board authorization to add “mailbox” installations to the CIP Plan. (See USPS letter)
Motion: R. Leco Second: G. Paton Vote: Unanimous In Favor
- C. E.D. informs the Board of staff hire Eric Gouck
- D. Mass NAHRO Legislative Day April 30 --- review of budget requests
- E. Mass NAHRO Annual Conference May 21 & 22
- F. Mass NAHRO Scholarship Awards \$43,000 to 16 students! (May 22)
- G. Procure services and equipment within the \$10,000 provided by DHCD FY 2018 (Line 4610)
Motion: R. Leco Second: G. Paton Vote: Unanimous In Favor
- H. Assign \$26,000 annual income funds from rooftop rental to Verizon Cell tower in this manner:
\$20,000 committed to the construction / funding of Community Room / Garage
\$ 4,000 committed to professional advancement and industry networking not funded otherwise.
\$ 2,000 committed to the promotion, study, and development of affordable housing.
Motion to approves this assignment by: G. Patton Second: R. Leco Vote: Unanimous In Favor

- I. Public Comment: none
- J. Any other Business as Commissioners see fit. (See K, L, M, N below)
- K. Commissioners Insert four Motions: K, L, M, N below.
 Motion: C. Scott Second: R. Leco Vote: Unanimous In Favor
- L. Authorization to submit the 2019 CIP as presented (see spread sheet)
 Motion: G. Paton Second: R. Leco Vote: Unanimous In Favor
- M. Award Contract to best bidder WPI Roofing (FISH 197110) and any action related thereto.
 Motion: R. Leco Second: G. Paton Vote: Unanimous In Favor
- N. Policy/ Procedure for Sexual Assault ---
 "NAHA will call the NAPD for each and every written complaint."
 Motion to adopt this as provisional policy by R. Leco. Second: J. Liljander Vote: Unanimous In Favor
- O. Policy for "Debt Write Offs". NAHA will review the listing of debts quarterly (middle -month) for amounts to be authorized by NAHA Board.
 Motion to adopt this new policy by: R. Leco Second: C. Scott Vote: Unanimous In Favor
- P. Adjournment-- Motion: R. Leco Second: J. Liljander Vote: Unanimous In Favor

Next meeting is June 14th .

Executive Session : none

**REORGANIZATION OF OFFICERS
 May 15, 2018**

- Election of Chair -- The Chair (C. Sullivan) requested that the Executive Director (Board Secretary) take the gavel as Acting Chairperson to allow for five voters.
- 1 The New Acting Chairperson accepted nomination for the office of **Chairperson**
 All four names were entered for consideration.
 Commissioner: G. Paton Nominee: C. Sullivan (Accepted)
 Motion By: G. Paton Seconded: R. Leco Vote: Unanimous In Favor
- Chairperson Christine Sullivan then accepted the gavel and continued the 2018 Reorganization.
- Chairperson accepted nomination for the office of **Vice Chairperson**.
 The remaining three names were entered for consideration.
 Commissioner: G. Paton Nominee: R. Leco (Accepted)
 Moved By: G. Paton Seconded: J. Liljander Vote: Unanimous In Favor
 - Chairperson accepted nomination for the office of **Treasurer**.
 The remaining two names were entered for consideration.
 Commissioner: R. Leco Nominee: C. Scott (Accepted)
 Moved By: R. Leco Seconded: J. Liljander Vote: Unanimous In Favor

The MAY 2018 meeting began as noted in the Minutes.