

# GREAT BARRINGTON HOUSING AUTHORITY

Board Meeting

May 17, 2012

Minutes

MEMBERS PRESENT: Bill Drumm, Deborah Salem, Dana DelGrande

MEMBERS ABSENT: Arianne Blanchard

OTHERS PRESENT: Barbara Heaphy

The meeting was called to order by William Drumm at 2:20 p.m.

## **Minutes:**

Motion was made by Dana, seconded by Deborah to accept the minutes of the April meeting. All members voted in favor.

## **Check Register:**

Motion made by Deborah, seconded by Dana to accept the April check register. All members voted in favor.

## **Executive Director's Report:**

Applications on file have increases slightly since last month: 1 bedroom from 39-42; 2 bedroom from 32-36; 3 bedroom from 22-24; 4 bedroom from 6-7.

We have an elderly apartment that will be vacant by the end of May or first week in June at the latest.

Accounts receivable is \$5,018.71. The past tenant has begun to pay on her balance after I sent her a letter informing her I'd be taking her to small claims court. Six families haven't paid and have been sent notices to be followed up with fourteen day notices to quit if they don't respond.

Capital Needs update - a kick-off meeting was held at 10:30 this morning. DHCD and Reinhardt Associates were here to review the sidewalk, driveway and parking area replacement at Brookside. We decided to add more lighting after reviewing the site.

I sent proposals for the bathroom exhaust fans replacement at Flagrock to three contractors: Genari Plumbing, Four Seasons and Moran Mechanical. So far I have received a quote back from Moran Mechanical.

Dewey Court - Brad Gordon from Berkshire County Regional Housing Authority could not attend the meeting. He is available on Thursday, May 31<sup>st</sup> and can bring his accountant as well. The board agreed that 1:00 p.m. would work for a time on that day. Barbara will contact Marie Ryan, town clerk, and let her know of the special meeting, once she knows if the time works for Brad.

Motion made by Deborah, seconded by Dana to accept the Executive Director's report. All members voted in favor.

## **Annual Elections:**

At the Town elections, there were two write-in candidates on the ballot for the housing authority position recently vacated by Bob Magee. Each candidate got two votes equally, so they cancelled each other out. It is now the responsibility of the selectmen to appoint someone to fill this seat.

Board elections:

Bill nominated Deborah for chairman of the board. Dana seconded it. All voted in favor.

Dana nominated Bill for vice-chairman. Deborah seconded it. All voted in favor.

Bill nominated Dana for treasurer of the board. Deborah seconded it. All voted in favor.

**Accounting Contract:**

Motion made by Dana, seconded by Deborah to approve the State contract for accounting services between the Great Barrington Housing Authority and Fenton, Ewald & Associates, P.C. for the period from April 1, 2012 – March 31, 2013. All members voted in favor.

Next meeting – June 21, 2012

Motion made by Deborah, seconded by Dana to adjourn at 3:10 p.m.

All members voted in favor.

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