

Housing Authority Minutes 02/14/2017

The REGULAR meeting of LHA held on Tuesday, February 14, 2017 at 4:30 PM at the Curtis, 6 Main Street.

1. The meeting was called to order by Vice Chairman Marge Pero at 4:30 PM.
2. Roll Call: Present – M. Pero, Vice Chairman D. Kirby, Treasurer,
T. Sorrentino, Member Jan Ward, Member
B. Heaphy, Exec. Dir. Jim Mercer, Comm. Prop.Mgr.
Absent - C. May, Chairman
3. Agenda:
 - a. Tenant Forum – No requests
 - b. Minutes – January Regular meeting
J. Ward made the motion to accept Jan. regular minutes. T Sorrentino seconded
it. All in attendance voted in favor.
Minutes – January Special meeting
J. Ward made the motion to accept Jan. special minutes. T. Sorrentino seconded
it. All in attendance voted in favor.
 - c. Curtis Commercial space:
Jim Mercer reported on a prospective tenant for the basement space.
Tenant wants to open a real estate office. Jim offered a two year
lease, monthly rent \$500 – 750. Being located in the historic district, there
will be limitations on signage. Board would like to see space cleaned up
and fixed up for rental.
New windows are needed in Commercial space. \$10,000 for 4 to 5
windows a year.
More parking for commercial and tenant is needed at the Curtis. Diagonal
parking out back along the driveway will be explored.
Bathroom next to office will be priced.
Awning over commercial and residential windows could be funded
with potential CPA money.
Commercial transfer of \$6,762.51 to 4001 (elderly). \$30,000 transferred
into Commercial savings account. 1/31 balance - \$44,076.11.
 - d. Accounts payable – Dec. balance sheets, 4001 (elderly) balance- \$6433.30. from
689 (handicapped) transfer to 4001. 689 balance 1/31 - \$63,063.31.
 - e. Old Business
The three low bids for the West Street roof project were as follows:
Indoor Air Technology - \$17,400, JD&D Construction - \$18,400 and
LaRochelle Construction - \$18,750. Motion made by T. Sorrentino, seconded by
D. Kirby to accept Indoor Air Technologies as the low bid. All members voted in favor.
Two elderly apartments are vacant. One is ready for occupancy and will be
rented March 1, 2017.
Two units at Turnure Terrace are off line. Drainage issues should be resolved
within the next year. A DHCD engineer should be brought in to re-evaluate the problem.
No update on Executive Director Contract
Town Report – motion made by T. Sorrentino, seconded by D. Kirby to accept the
Housing Authority report for the Town Report with revisions. All members voted in favor.
Mary Ellen Prescott will be in to resolve email issues.

Meet and Greet at Turnure Terrace, March 7th at 4:00 PM followed by regular board meeting at 4:30 PM.

Motion made by D. Kirby., seconded by T. Sorrentino to adjourn at 5:45 PM. All members voted in favor.

Respectfully Submitted,

Barbara Heaphy
Secretary/Executive Director