

PLEASE SILENCE ALL CELL PHONES AND REFRAIN FROM CELL PHONE USE DURING THE MEETING

AGENDA FOR THE DRACUT HOUSING AUTHORITY'S REGULAR MEETING
SEPTEMBER 21, 2015
971 MAMMOTH ROAD
DRACUT, MA 01826
6:00 P.M.

RECEIVED
TOWN CLERK'S OFFICE
15 SEP 17 PM 2:49
KATHLEEN M. GRAMAM
TOWN CLERK
DRACUT, MA

PLEDGE OF ALLEGIANCE

ROLL-CALL

1. A vote to approve the minutes of the July 22, 2015 Board Meeting.

2. **BILLS AND COMMUNICATIONS**

- A vote to approve the July 2015 Warrant.
- A vote to approve the August 2015 Warrant.
- A vote to put the June 2015 Financial Report on file for audit.
- A vote to put the July 2015 Financial Report on file for audit.
- A vote to put the August 2015 Financial Report on file for audit.

3. **EXECUTIVE DIRECTOR'S REPORT**

- a. Discussion to create the position of Deputy Director of the Dracut Housing Authority (job description attached). Discussion on current positions and job descriptions of housing authority staff.
- b. A vote to appoint Kelley Szymanski to the position of Deputy Director.
- c. Recommendation to hire for the position of Maintenance Laborer.
- d. A vote to approve the 2016 Dracut Housing Authority Budget.
- e. A vote to accept the Utility Allowance for 2015-2016. Effective 11/01/2015.
- f. A vote to approve the Dracut Housing Authority's 2016 Capital Improvement Plan for State Aided Public Housing.
- g. A vote to approve the Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws.
- h. Update on building envelope project on Hampson Street.

i. Work order report.

j. Vacancy report.

4. **COMMITTEE REPORTS:**

- Housing Sub-Committee Update:
 - a. Chelmsford Housing Authority Meeting.
 - b. Joint Meeting with the Selectmen and Housing Authority Housing Committees.

- Heating Sub-Committee Update:
 - a. Air source heat pumps.

5. **OLD BUSINESS:**

6. **NEW BUSINESS:**

- Letter from client giving accolades to Linda Cote.

7. **RESIDENT & PUBLIC PARTICIPATION:**

8. **ADJOURNMENT.**

RECEIVED
TOWN CLERK'S OFFICE
15 SEP 17 PM 2:50
MARTIN G. GRAHAM
TOWN CLERK
DRAOUI, MA

"The matters listed above are those reasonably anticipated by the Chair that may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by the law."