

**REGULAR MEETING of November 4, 2019**

The members of the Chelmsford Housing Authority met in Regular Session on November 4, 2019 at 5:00 p.m. at 10 Wilson St., Chelmsford, MA 01824.

**SCHEDULED APPOINTMENTS**

None

**ROLL CALL**

The meeting was called to order by M. Murray. Upon roll call, attendance was as follows:

<b>PRESENT</b>	<b>ABSENT</b>	<b>VISITORS</b>
M. Murray	None	
D. Marcaurette		
G. Mueller		
F. Ramseyer		

**MINUTES OF PREVIOUS MEETINGS: August 19, 2019 and October 30, 2019**

On a motion by G. Mueller, seconded by D. Marcaurette, it was voted unanimously to approve the minutes of August 19, 2019. On a motion by G. Mueller, seconded by D. Marcaurette, it was voted unanimously to approve the minutes of October 30, 2019.

**CORRESPONDENCE**

None

**BILLS**

The Board reviewed the bills through May 6, 2019, with the Executive Director. On a motion by D. Marcaurette, seconded by G. Mueller, it was voted unanimously to approve the payments through November 4, 2019, and ratify all others

**TREASURER’S REPORT**

The Board reviewed all the accounts, programs, and bank balances with the Executive Director. On a motion by D. Marcaurette, seconded by G. Mueller, it was voted unanimously to accept the Treasurer’s Report.

**EXECUTIVE DIRECTOR’S REPORT**

The Board reviewed the Executive Director’s report dated October 26, 2019. On a motion by D. Marcaurette, seconded by G. Mueller, it was voted unanimously to approve the Executive Director’s report.

**NEW BUSINESS**

- 1.) **Review and approve amendment to CFA/Work Plan 5001.** On a motion by G. Mueller, seconded by D. Marcaurette, it was voted unanimously to approve the CFA/Work Plan and to authorize M. Murray to sign.
- 2.) **Review and approve budgets.** Introduced and on motion by G. Mueller, seconded by D. Marcaurette, it was voted 4-0 to approve the 689-1 budget as prepared by the staff and fee accountants. Upon roll call the Ayes and Nays were as follows:

<b>AYES</b>	<b>NAYS</b>
G. Mueller	
D. Marcaurette	
F. Ramseyer	
M. Murray	

Introduced and on motion by G. Mueller, seconded by D. Marcaurette, it was voted 4-0 to approve the MRVP budget as prepared by the staff and fee accountants. Upon roll call, the Ayes and Nays were as follows:

**AYES**                      **NAYS**  
G. Mueller  
D. Marcaurette  
F. Ramseyer  
M. Murray

Introduced and on motion by G. Mueller, seconded by D. Marcaurette, it was voted 4-0 to approve the 689-2 budget as prepared by the staff and fee accountants. Upon roll call, the Ayes and Nays were as follows:

**AYES**                      **NAYS**  
G. Mueller  
D. Marcaurette  
F. Ramseyer  
M. Murray

Introduced and on motion by G. Mueller, seconded by D. Marcaurette, it was voted 4-0 to approve the 400 budget as prepared by the staff and fee accountants. Upon roll call, the Ayes and Nays were as follows:

**AYES**                      **NAYS**  
G. Mueller  
D. Marcaurette  
F. Ramseyer  
M. Murray

- 3.) **Review and approve write-off of bad debt from state-aided public housing tenant.** On a motion by G. Mueller, seconded by D. Marcaurette, it was voted unanimously to write off the bad debt in the amount of \$2,373.00
- 4.) **Final review of Executive Director.** M. Murray summed up the review, saying it was the consensus of the board that D. Hedison is doing an excellent job. D. Hedison thanked the board for completing the review and said he appreciate the feedback and is thrilled to continue in the position. No vote was taken on this item of business.
- 5.) **Nominate second member of RCAT Advisory board.** G. Mueller nominated F. Ramseyer to the position. The nomination was seconded by D. Marcaurette and it was voted unanimously to appoint F. Ramseyer to the RCAT Advisory Board.
- 6.) **Authorize the Submittal of Application for Creative Place Funding.** D. Hedison explained funding is available to engage local artists to link designs with community needs. M. Murray objected to the rationale behind the funding, saying it is a waste of money and that capital needs should be addressed first. Submitting an application, he said, would indicate support for the program. On a motion by G. Mueller, seconded by D. Marcaurette, it was voted 3-1 to authorize the submittal of the application. M. Mueller was the dissenting vote.

On a motion by D. Marcaurette, seconded by G. Mueller, it was unanimously voted to adjourn the meeting at 5:47 p.m.

Respectfully Submitted,

Lisa Singleton