

REGULAR MEETING of June 5, 2023

The members of the Chelmsford Housing Authority met in Special Session on June 5, 2023 at 5:00 p.m. via Zoom Video Communications Meeting ID 816 0973 7948.

1.) SCHEDULED APPOINTMENTS

None

2.) ROLL CALL

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

PRESENT

D. Marcaurelle

J. O'Connor

G. Mueller

ABSENT

M. Murray

W. Mauriello

3.) CONSENT AGENDA

On a motion by D. Marcaurelle, seconded by G. Mueller, it was voted unanimously to approve the consent agenda, i.e. the minutes of the meeting of May 1, 2023, and the bills through June 3, 2023. The Executive Director's report and Treasurer's Report was not presented.

4.) NEW BUSINESS

- a) **Review and approve salary structure for FY2024.** On a motion by G. Mueller, seconded by J. O'Connor, it was voted unanimously to approve the salary structure as presented.
- b) **Review and adopt revised low-income limits as set by HUD effective May 15, 2023.** On a motion by G. Mueller, seconded by J. O'Connor, it was voted unanimously to approve the revised low-income limits.
- c) **Review and adopt Fair Market Rents as set by HUD effective May 15, 2023.** On a motion by G. Mueller, seconded by J. O'Connor, it was voted unanimously to approve the Fair Market Rents.
- d) **Review and approve submission of five-year Annual Plan for Section 8.** On a motion by G. Mueller, seconded by J. O'Connor, it was voted unanimously to approve the submission of the Annual Plan.
- e) **Review and approve Civil Rights Certification.** On a motion by G. Mueller, seconded by J. O'Connor, it was voted unanimously to approve the Civil Rights Certification.
- f) **Review and approve Certification of Substantial Completion for Project #056107 and authorize D. Hedison to sign.** On a motion by G. Mueller, seconded by J. O'Connor, it was voted unanimously to approve the Certificate of Substantial Completion and authorize D. Hedison to sign.
- g) **Review and approve Certificate of Substantial Completion for Project #056101 and authorize D. Hedison to sign.** On a motion by G. Mueller, seconded by J. O'Connor, it was voted to approve the Certificate of Substantial Completion and authorize D. Hedison to sign.
- h) **Review and approve write-off of Section 8 back rent owed in the total amount of \$16,503.52.** On a motion by G. Mueller, seconded by J. O'Connor, it was voted unanimously to approve the write-off of \$16,503.52.

On a motion by G. Mueller, seconded by J. O'Connor, it was voted unanimously to adjourn the meeting at 5:32 p.m.

Respectfully Submitted,



Lisa Singleton