

A regular meeting of the Duxbury Housing Authority was held on Wednesday May 10, 2017 at 5:00 p.m. at the Duxbury Housing Authority on 59 Chestnut St. Duxbury, MA. The following were in attendance:

Paul McCormack, Chairman  
Stephen McCarthy Sr., Vice Chairman  
James Hunt, Treasurer  
Pauline Flynn, Commissioner

Dede Riendeau, Executive Director  
Paul Blanchard,

1. Public Comments:  
None

2. Approval of Minutes:  
Members were asked if there were any changes, corrections or omissions to the April 2017 board meeting minutes. Correction to the approval of the minutes, the James Hunt seconded the motion not James Flynn. Stephen McCarthy made a motion seconded by Pauline Flynn to approve the minutes as prepared. The motion passed on a 4-0 vote.

3. End of Year Reports  
Dede presented and explained the end of the year reports as prepared by the accountant to the board. Stephen McCarthy made a motion to accept the End of Year reports as prepared and James Hunt seconded with a vote of 4-0 in favor.

#### 4. Facility update

Windows – The drawings for the windows have been completed and submitted. We are now waiting for the approval from DHCD. The time line will depend on when the approval from DHCD arrives. We are expecting the estimate in very shortly on the trim and gables.

Tree Trimming – The schedule is being set up for the trees to be trimmed.

Parking – From the document we received it looks like we will be able to add 6 new spots and one handicap spot.

Generator – We asked for emergency funding for a new generator and DHCD said we will have to use our own money. Within the next year or two the generator will be replaced.

Fios – The installation has been completed and the tenant meeting will be scheduled shortly.

#### 5. Payables

James Hunt made the motion to accept the warrant for February 2017 and was seconded by Stephen McCarthy with a 4-0 vote to accept. Stephen McCarthy made the motion to accept the warrant for March 2017 and was seconded by Pauline Flynn with a 4-0 vote to accept.

Pauline Flynn made a motion to accept the warrant for April 2017 and was seconded by James Hunt with a 4-0 vote to accept.

**5. Adjournment:**

A motion was made by Stephen McCarthy to adjourn the meeting and was seconded by James Hunt with a vote of 4-0 in favor. Meeting Adjourned at 5:30 pm.

A true record

---