

Minutes of the meeting held in Regular session on December 13, 2023, at the Community Room of 449 Main Street, Bigelow Gardens of the Lancaster Housing Authority



The Chairman called the meeting to order at 5:21 PM.

Present

Absent

Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

Frank MacGrory arrived at the end of the meeting.

Also Present: Danielle Fahey, Executive Director, Deborah Gledhill, Elizabeth Castle, Susan Munyon

1. Review and approve minutes of November 8, 2023

Motion by Ms. Foster second by Ms. Sonia to approve minutes as presented. The vote was as follows:

Yays

Nays

Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

2. Public Comment:

There was no public comment.

3. Review and approve November Expense Sheet

After all bills had been reviewed by the Membership, motion by Ms. Largey second by Ms. Foster to approve November expense sheet as presented. The vote was as follows:

Yays

Nays

Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

4. Vacancy Report for November

There are two vacancies- They should be filled by the end of the month or beginning of the next month because of the holidays.

5. Approve Board member to the Community Preservation Committee

Motion by Ms. Foster second by Ms. Sonia to approve Marilyn Largey to the Preservation Commission Committee, as presented. The vote was as follows:

Yays

Nays

Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

6. Approve Certificate of substantial completion for FISH#: 147062 Sewer Project 667-1

Motion by Ms. Foster second by Ms. Sonia to approve certificate of substantial completion for FISH#: 147062, as presented. The vote was as follows:

Yays

Nays

Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

7. Approve Change Order for FISH#: 147062 Sewer Project 667-1

Motion by Ms. Foster second by Ms. Largey to approve certificate of Change Order for FISH#: 147062, as presented. The vote was as follows:

Yays

Nays

Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

8. Executive Director's Report

The Executive Director informed the Board she attended the Community Preservation Committee via zoom last week and met a lot of nice people from town.

The next meeting will take place on January 10, 2024.

The Executive Director wished everyone a Merry Christmas.

9. Approve and sign Checks by: Ms. Sonia and Ms. Strong.

10. Adjourn. Motion by Strong seconded by Ms. Foster to adjourn at 5:38 PM.

The vote was as follows:

Yays

Frank MacGrory
Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

Nays

Danielle Fahey

Secretary