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MINUTES  
Grafton Housing Authority  
December 7, 2015  
Maxwell Drive Community Room

A meeting of the Grafton Housing Authority was held on December 8, 2014 in the Maxwell Drive Community Room. Don Chouinard, James Gallagher, Lisa Kelley and Dave Robbins were present. Edward Murphy absent.

- Approval of November, 2015 meeting minutes.
- Approval of Budget Balance Sheets as of October 31, 2015.
- Old Business:
  - AUP Audit was done – No findings only very minor recommendations.
  - Hallway inspections have not been done by Bob Berger since he asked for the completion of Application of Certificate of Inspection. Barbara will follow-up with Mr. Berger to see when inspections will take place.
  - No further parking issues at Forest Lane.
  - A notice went out to tenants at Forest Lane regarding the clean out of storage rooms. After the holidays, if there is anything left in the closets items will be discarded.
- New Business:
  - NAHRO Fall Conference – DHCD is still waiting on the centralized waiting list. Tenant survey will begin next year with the 200 and 705 Programs. Vendor hired by DHCD is still working the bugs out. Housing Authority's will not see the survey nor will all tenants get one.
  - Regulation Reform in 2016 – no change in rent calculation. This change is to establishing election procedures for tenant board members and have it finalized by 2017.
  - Annual Insurance Plan Bonus – Jim Gallagher made a motion to allow the \$1,000 insurance bonus to employees who choose to be insured through a spouse's insurance plan rather than the GHA's insurance plan. This is in accordance to DHCD Budget Guidelines. David Robbins seconded. Voted and passed.

Next meeting January 4, 2016. Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Barbara Marsden

Barbara Marsden, Secretary