

Minutes of the meeting held in Regular session on January 10, 2024, 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

Frank MacGrory  
Carol Sonia  
Cynthia Strong  
Barbara Foster

Absent

Marilyn Largey



Also Present: Danielle Fahey, Executive Director, Deborah Gledhill, Roberta Windsor

1. Review and approve minutes of December 13, 2023

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

Yays

Frank MacGrory  
Carol Sonia  
Cynthia Strong  
Barbara Foster

Nays

2. Public Comment:

Ms. Gledhill made a comment that some units didn't get salted on the front steps, shovelers came at night, the snowbank on the corner is too high and it's hard to see over it. She stated she has to creep out and maybe Maintenance can move some of the snow.

3. Review and approve December Expense Sheet

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

Yays

Frank MacGrory  
Carol Sonia  
Cynthia Strong  
Barbara Foster

Nays

4. Vacancy Report for December

There is one vacate.

5. Community Preservation Act Committee

Ms. Largey was not present to give an update.

6. Discussion of changing time of Board meeting

There was a discussion about changing the time to 4:00 PM and the Executive Director will investigate the Bylaw to see what is needed. If there is a vote needed, the Housing Authority will comply with whatever is needed to change the time.

Yays

Nays

Frank MacGrory  
Carol Sonia  
Cynthia Strong  
Barbara Foster

7. Approve Certificate of Final completion for FISH#: 147062 Sewer project 667-1

Motion by Ms. Foster second by Ms. Strong to approve Certificate of Final Completion for FISH#: 147062, as presented. The vote was as follows:

Yays

Nays

Frank MacGrory  
Carol Sonia  
Cynthia Strong  
Barbara Foster

8. Executive Director's Report

The Executive Director informed the Board that the Housing Authority has started a payroll service.

The first snow removal here went well. Everyone moved their cars and there were no issues.

The next meeting will take place on February 14, 2024.

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

10. Adjourn. Motion by Ms. Strong seconded by Ms. Sonia to adjourn at 5:37 PM.

The vote was as follows:

Yays

Frank MacGrory  
Carol Sonia  
Cynthia Strong  
Barbara Foster

Nays

*Danielle Fahey*

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Secretary