

LEE HOUSING AUTHORITY
155 MARBLE STREET
LEE, MA 01238

Minutes of Lee Housing Authority Board of Directors Special Meeting August 8, 2023, at 9:00 am.

The meeting was called to order by Chairperson Cozzaglio at 9:00 am.

Members in Attendance: Sandra Cozzaglio, Chairperson
Marjorie Donovan
Thomas Unsworth
Deborah M. Pedercini, Executive Director

Members Absent: Jennifer Heath
Thomas Logsdon

1. Financial

- a. Year End Quarterly Operating Statements and Modernization Cost Reports as of June 30, 2023.

Year End Quarterly Operating Statements and Modernization Cost Reports as of June 30, 2023, were presented to the board for approval.

Motion was made by member Unsworth to accept the Year End Quarterly Operating Statements for the Lee Housing Authority 4001 and 689 programs as of June 30, 2023. Motion was seconded by member Donovan. Vote 3-0.

- b. Year End Financial Statements Certification, Certification of Top 5 Compensation Form.

The Year End Financial Statements Certification (signed by Fee Accountant and Director), Certification of Top 5 Compensation Form was presented for signatures for all board members.

A motion to accept the Year End Financial Statements Certification and Certification of Top 5 Compensation Form was made by member Donovan. Motion was seconded by member Unsworth. Vote 3-0.

- c. Lead Paint Certification for FY 2023

The annual certification form that needs to be signed by all board members for FY 2023 stating that Lee Housing Authority is compliant with Notification Procedures for Federal and State Lead Paint Laws for FY 2023.

Motion to approve the FY 2023 Lead Paint Certification form in compliance with Federal and State Lead Paint Laws for FY 2023 was made by member Donovan. Motion was seconded by member Unsworth. Vote 3-0.

2. Any topic the Chairperson could not reasonably anticipate.

With no other business to come before the board, a motion to adjourn was in order.

3. Adjournment

Member Unsworth made a motion to adjourn the meeting. Motion was seconded by member Donovan. Vote 3-0.

The meeting was adjourned at 9:09 am.

THE NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 26, 2023 at 4:30 PM

Submitted by:

Deborah M. Pedercini,
Executive Director