

MICHAEL F. MATONDI  
ROBERT D. FERRARI  
MARY C. O'LEARY  
HELEN T. O'DONNELL  
ALISON T. SLACK

HELEN E. LUCCIO  
EXECUTIVE DIRECTOR  
AND SECRETARY

**MEDWAY HOUSING AUTHORITY**

600 MAHAN CIRCLE  
MEDWAY, MA 02053  
TEL. (508) 533-2434  
FAX (508) 533-3402

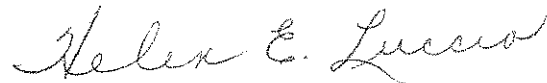
NOTICE OF REGULAR MEETING

OF THE

MEDWAY HOUSING AUTHORITY

The Regular Meeting of the Medway Housing Authority will be held at the Management Office at Mahan Circle, Medway, Massachusetts on March 9, 2011 at 1:00 p.m.

Sincerely,



Helen E. Luccio  
Executive Director

March 3 2011  
mw

FOR MINUTE BOOK

A copy of the NOTICE OF MEETING, pursuant to Section 23A of Chapter 39 of the General Laws, with the CERTIFICATION AS TO SERVICE OF MEETING attached thereto was read and ordered spread upon the Minutes of this meeting and filed for record.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23A of Chapter 39 of the General Laws that a Regular meeting of the Medway Housing Authority will be held at 1:00 p.m. o'clock on March 9, 2011 at the Office of the Authority located at Mahan Circle, Medway, Massachusetts.

03/03/11

Month Day Year

By: Helen E. Luccio

Title: Executive Director  
Executive Director

CERTIFICATE AS TO SERVICE OF NOTICE OF MEETING  
(Sec. 23A, Chapter 39, General Laws)

I, Helen E. Luccio, the duly appointed, qualified and acting Secretary of the Medway Housing Authority, do hereby certify that on March 3, 2011 I filed, in the manner provided by Sec. 23A, Chapter 39, General Laws, with the Clerk of the Town of Medway, a NOTICE OF MEETING of which the foregoing is a true and correct copy. IN TESTIMONY THEREOF, I have hereunto set my hand and Seal of said Authority this 3rd Day of March, 2011.

Helen E. Luccio  
Secretary

## AGENDA

MARCH 9, 2011

1. Meeting to Order 1:00 p.m.
2. Minutes of February 9, 2011
3. Bills
4. Old Business
  - a. 2010 Capital Fund Grant
  - b. 667 Rent Reviews
  - c. Vacancies
  - d. Affordable Housing
  - e. 667 Legal
  - f. Other
5. New Business
  - a. HUD Agency Plan
  - b. Annual Town Report
  - c. Other

MINUTES OF MARCH 9, 2011  
REGULAR MEETING OF THE  
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, March 9, 2011 at the Office of the Authority, Mahan Circle, Medway, Massachusetts at 1:00 p.m. The following members were in attendance: Mr. Ferrari, Mrs. O'Leary, Mrs. O'Donnell and Mrs. Slack. Executive Director Helen Luccio, Assistant Director Sheila Souza and Social Worker Pauline Russo were also in attendance.

Vice Chairman Ferrari called the meeting to order and asked the members if any changes were to be made in the minutes that were mailed to them. There being no changes, the minutes of the February 9, 2011 Regular Meeting were approved upon the motion of Mrs. O'Donnell and seconded by Mrs. O'Leary.

Bills

Revolving Account – Fifty-four (54) checks totaling \$106,866.48 were approved upon the motion of Mrs. Slack and seconded by Mrs. O'Donnell.

HUD Checking Account – One (1) check totaling \$300. was approved upon the motion of Mrs. Slack and seconded by Mrs. O'Donnell. A listing of these checks is attached.

Old Business

a. 2010 Capital Fund Grant – E.D. Luccio said phase II of the window replacement project was completed with funds left over from the ARRA, 2008 and 2009 capital fund grants. She submitted a revised budget for 2010 to HUD changing the work item from windows to siding replacement work at Mahan Circle.

b. 667 Rent Reviews – E.D. Luccio said the office has completed the rent review process for Kenney Drive and Lovering Heights tenants. The monthly rent roll is down \$456 because of the increase in the cost of medical expenses and no increase in Social Security benefits.

c. Vacancies – Maintenance is finishing 106 Maple Lane this week and will have 405 Mahan Circle and 10C & 10D Kenney Drive to renovate.

d. Affordable Housing – Mrs. Slack brought the Board up to date on the Community Preservation Committee. The next Affordable Housing Meeting is on Wednesday, April 6<sup>th</sup> at 7:00 p.m.

e. 667 Legal – E.D. Luccio reported on the slip and fall accident at Lovering Heights.

New Business

a. HUD Agency Plan FY 2011 – E.D. Luccio reviewed the attached schedule from Bernie Stewart with the Board. The Resident Advisory Board Meeting is on Wednesday, April 13, 2011 at 7:00 p.m. E.D. Luccio said she is working on the Request for Qualifications and Price Quotation for a Section 504/ADA Compliance Study/Plan and Energy Audit.

b. State Budgets FY 2012 – E.D. Luccio reported that the 400-1, 689-1, 689-9 and MRVP budgets were approved by DHCD.

c. Annual Town Report – A copy of the 2010 report was given to the Board Members.

d. Other – E.D. Luccio mentioned that the State will be out to inspect 248 Village Street.

The April Regular Meeting of the Medway Housing Authority will be held on April 13, 2011 at the Management Office at 1:00 p.m.

The March 9, 2011 Regular Meeting of the Medway Housing Authority adjourned at 1:45 p.m. upon the motion of Mrs. O'Donnell and seconded by Mrs. O'Leary.

Respectfully submitted,



Helen E. Luccio  
Executive Director and  
Secretary

FOR MINUTE BOOK

A copy of the NOTICE OF MEETING, pursuant to Section 23A of Chapter 39 of the General Laws, with the CERTIFICATION AS TO SERVICE OF MEETING attached thereto was read and ordered spread upon the Minutes of this meeting and filed for record.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23A of Chapter 39 of the General Laws that a Regular meeting of the Medway Housing Authority will be held at 1:00 p.m. o'clock on April 13, 2011 at the Office of the Authority located at Mahan Circle, Medway, Massachusetts.

04/07/11  
Month Day Year

By: Helen E. Luccio

Title: Executive Director  
Executive Director

CERTIFICATE AS TO SERVICE OF NOTICE OF MEETING  
(Sec. 23A, Chapter 39, General Laws)

I, Helen E. Luccio, the duly appointed, qualified and acting Secretary of the Medway Housing Authority, do hereby certify that on April 13, 2011 I filed, in the manner provided by Sec. 23A, Chapter 39, General Laws, with the Clerk of the Town of Medway, a NOTICE OF MEETING of which the foregoing is a true and correct copy. IN TESTIMONY THEREOF, I have hereunto set my hand and Seal of said Authority this 7th Day of April, 2011.

Helen E. Luccio  
Secretary