

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

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RECEIVED

APR 17 2011

TOWN CLERK

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
April 13, 2011 at 1:00 p.m.

Sincerely,



Helen E. Luccio
Executive Director

AGENDA

APRIL 13, 2011

1. Meeting to Order 1:00 p.m.
2. Minutes of March 9, 2011
3. Bills
4. Old Business
 - a. 2010 Capital Fund Grant
 - b. HUD Agency Plan
 - c. Vacancies
 - d. Affordable Housing
 - e. 667 Legal
 - f. Other
5. New Business
 - a. Section 504/ADA Compliance & Energy Audit
 - b. 689-9 Revised Budget
 - c. HUD Rent Reviews
 - d. Other

MINUTES OF APRIL 13, 2011
REGULAR MEETING OF THE
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, April 13, 2011 at the Office of the Authority, Mahan Circle, Medway, Massachusetts at 1:00 p.m. The following members were in attendance: Mr. Matondi, Mr. Ferrari, Mrs. O'Leary, Mrs. O'Donnell and Mrs. Slack. Executive Director Helen Luccio and Assistant Director Sheila Souza were also in attendance.

Chairman Matondi 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 March 9, 2011 Regular Meeting were approved upon the motion of Mrs. O'Leary and seconded by Mrs. O'Donnell.

Bills

At this time Mr. Ferrari arrived.

Revolving Account – Sixty-three (63) checks totaling \$108,733.90 were 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 she submitted the revised budget to HUD changing the work item from windows to siding replacement work at Mahan Circle.

b. HUD Agency Plan – E.D. Luccio said Bernie Stewart will be here for the Resident's Advisory Board meeting tonight at 7:00 in the Community Room.

c. Vacancies - Maintenance is working on 103 Maple Lane and will have 120 Maple Lane, 509 Mahan Circle and 10C Kenney Drive to renovate.

d. Affordable Housing – Mrs. Slack brought the Board up to date on the Community Preservation Committee. Mr. Ferrari commended Mrs. Slack for all her hard work on the Affordable Housing Committee.

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

f. Other

E.D. Luccio and the Board Members decided that an appreciation luncheon will be held at the Management Office for the Maintenance Staff at noon on Wednesday, May 11th.

New Business

a. Section 504/ADA Compliance & Energy Audit - E.D Luccio signed the agreement with BC Stewart & Associates in the amount of \$9590 to prepare the assessment and audit.

b. 689-9 Revised Budget – E.D. Luccio informed the Board that Larry DelVecchio will prepare a revised budget for bathroom renovations in the amount of \$11,000 at 248 Village Street. Mr. Ferrari suggested that with the next contract include a stipulation that the contracted units have to be inspected weekly by the vendor and that they have a training policy in place for maintaining the building.

c. HUD Rent Reviews – The office is in the process of the July 1st review for Maple Lane and Mahan Circle tenants. A copy of the attached Occupancy Policy will be given to the tenants when they sign their certification forms.

The Board complimented Mrs. O'Donnell for all the work she does organizing the monthly parties at Mahan Circle.

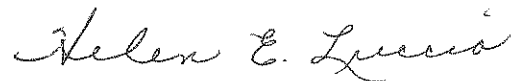
Mr. Ferrari asked E.D. Luccio to contact Holliston Housing Authority to schedule an appointment for members of the Affordable Housing Committee and Housing Authority to visit their new affordable multi cluster development and to get information on how they obtained funding for this project.

Mr. Ferrari mentioned that the Medway Democratic Town Committee will sponsor a Candidates Night Forum on Tuesday, April 26, 2011 from 7:30-9:00.

The May Regular Meeting of the Medway Housing Authority will be held
On May 11, 2011 at the Management Office at 1:00 p.m.

The April 13, 2011 Regular Meeting of the Medway Housing Authority
adjourned at 1:50 p.m. upon the motion of Mrs. Slack and seconded by Mrs.
O'Leary.

Respectfully submitted,

A handwritten signature in cursive script that reads "Helen E. Luccio".

Helen E. Luccio
Executive Director and
Secretary