

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
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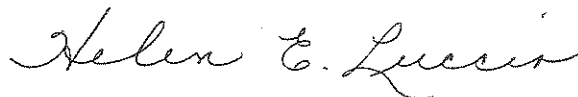
NOTICE OF REGULAR MEETING

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
January 11, 2012 at 1:00 p.m.

Sincerely,



Helen E. Luccio
Executive Director

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 January 11, 2012 at the Office of the Authority located at Mahan Circle, Medway, Massachusetts.

01/05/12
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 January 5, 2012 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 5th Day of January 2012.

Helen E. Luccio
Secretary

AGENDA

JANUARY 11, 2012

1. Meeting to Order 1:00 p.m.
2. Minutes of December 7, 2011 Regular Meeting
3. Bills
4. Old Business
 - a. Kenney Drive Sewer Connection
 - b. Mahan Circle Exterior Window Casing Project
 - c. Vacancies
 - d. Affordable Housing
 - e. Other
5. New Business
 - a. State Capital Planning System-Vote
 - b. Other

MINUTES OF JANUARY 11, 2012
REGULAR MEETING OF THE
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, January 11, 2012 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, Assistant Director Sheila Souza and Social Worker Pauline Russo 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 December 7, 2011 Regular Meeting were approved upon the motion of Mrs. O'Leary and seconded by Mrs. O'Donnell.

Bills

Revolving Account – Seventy-six (76) checks totaling \$129,978.56 were approved upon the motion of Mrs. O'Donnell and seconded by Mr. Ferrari.

167-1 Account – One (1) check totaling \$467.70 was approved upon the motion of Mrs. O'Donnell and seconded by Mr. Ferrari.

A listing of these checks is attached.

Old Business

a. Kenney Drive Sewer Connection – Mr. Ferrari reported that he spoke to Suzanne Kennedy, Town Administrator who then called Tom Holder, Director of Public Services about obtaining a permit before April. The town did not realize that this was an emergency situation and requested that J.M. Shaw contact Tom Holder. E.D. Luccio said she asked Jeff Shaw to call Tom Holder.

b. Mahan Circle Exterior Window Casing Project – E.D. Luccio reported that Vareika Construction has almost completed the project.

The attached Change Order No. 1 in the amount of \$7243. was unanimously approved upon the motion of Mrs. O'Leary and seconded by Mrs. O'Donnell.

c. Vacancies – Maintenance is working on 14C Kenney Drive and will have 211 Mahan Circle to renovate.

New Business

a. State Capital Planning System – E.D. Luccio reviewed the Capital Improvement Plan with the Board Members. The following motion was made by Mrs. O’Leary and seconded by Mrs. O’Donnell.

“That the Medway Housing Authority approves the State Capital Improvement Plan dated January 11, 2012. The vote was as follows:

AYES

Michael F. Matondi
Robert Ferrari
Mary C. O’Leary
Helen T. O’Donnell

NAYS

None

Mr. Ferrari said the Board should be thinking about costs for the next five years and working on a plan for the State developments.

At this time Mrs. Slack arrived and was brought up to date on what was discussed.

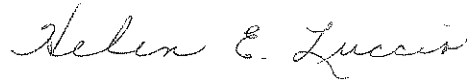
b. Year End Financial Statements Certification – Upon the motion of Mrs. O’Leary and seconded by Mrs. Slack, the Board unanimously voted to sign the attached Certification. E.D. Luccio said that Fee Accountant Larry DelVecchio will sign the form next time he visits the office.

c. Affordable Housing – Mrs. Slack brought the Board up to date on Affordable Housing. She said the AFC has had several meetings with the Affordable Housing Trust. She also mentioned that Peter Smith is no longer interested in the property at 204 Village Street.

The February Regular Meeting of the Medway Housing Authority will be held on February 8, 2012 at the Management Office at 1:00 p.m.

The January 11, 2012 Regular Meeting of the Medway Housing Authority adjourned at 2:00 upon the motion of Mrs. O'Donnell 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