

Millbury Housing Authority

Minutes

February 20, 2019

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MILLBURY, MASS

Meeting convened at 1:05pm

Present: Frances Gauthier, Veronica Wood, Lucy Chabot, Gilbert Picard

Absent: Sherry Forleo

Motion by Veronica Wood, seconded by Lucy Chabot to accept the minutes of the January 16th meeting. All in favor. Motion carried unanimously.

Motion by Gil Picard, seconded by Veronica Wood to accept the minutes of the January 23rd meeting. All in favor. Motion carried unanimously.

Motion by Gil Picard, seconded by Veronica Wood to accept the January Consolidated Voucher Report in the amount of \$212,389.63. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Gil Picard to accept the January MRVP Voucher Report in the amount of \$1,585.00. All in favor. Motion carried unanimously.

Carol read the letter from DHCD stating that the budget for FY19 has been approved.

Carol explained that there isn't enough room to put a cold barrier door in the ground level hall. Gil Picard stated that since the last meeting the exterior door has only been left open once.

Lucy Chabot stated that "watch your step" signs have been posted, but someone did trip and fall anyway. She doesn't know who, and it wasn't reported to the office.

Carol went over the PMR and stated that it would not be published this year. She also explained the number of letters that went out twice because DHCD cancelled twice.

Carol informed the Board that she requested \$70,000 through Senator Michael Moore to replace all of the older hot water heaters and if there is money left, as many boilers as cost permits.

Carol Morse is very interested in housing reform, but the Board is unsure if that is something that the authority should pursue as an authority. Carol Smith stated that she would ask MA NAHRO president, Donna Rego Brown for her thoughts on this subject at the March CEDA meeting. The Board was in agreement on this.

In talking with the Risk Management Attorney at DHCD Carol was surprised to learn that Millbury has an abundance of low income housing in comparison to local towns, with the same or larger population.

Motion by Veronica Wood, seconded by Gil Picard to approve a write off of \$130 for a tenant who has moved and not made an arrears payment in at least 6 months, and a write off of \$226 for a tenant who has passed away. All in favor. Motion carried unanimously.

Frances Gauthier signed the Owner-Contractor Agreement for D.A. Sullivan & Sons for the second elevator project. Veronica Wood witnessed the signature.

Carol discussed getting a credit card for the housing authority. She had to use her personal card in the amount of \$5,900. This is the second time in a year that she has had to use her card. The amount the last time was over \$15,000.00 which incurred interest that she was responsible for paying.

Motion by Veronica Wood, seconded by Lucy Chabot to allow Carol to apply for a credit card in the name of the Millbury Housing Authority that is to be used solely by Carol in any instance where a credit card is needed. The card will not be used as a way to pay for everyday or routine items. All in favor. Motion carried unanimously.

Motion by Gil Picard, seconded by Veronica Wood to prohibit wall mounted televisions of any size. Televisions that are presently wall mounted will be allowed to remain. All in favor. Motion carried unanimously.

Carol distributed a copy of the Executive Director Contracts and Compensation that MA NAHRO is disputing with DHCD.

Motion by Veronica Wood, seconded by Lucy Chabot to adjourn. All in favor.
Motion carried unanimously.

Meeting adjourned at 1:45pm.

Respectfully Submitted,

Frances Gauthier

Veronica A. Wood

Veronica Wood

Gilbert Picard

Gilbert Picard

Carol A. Smith

Carol A. Smith

Sherry Forleo

Sherry Forleo

Lucy Chabot

Lucy Chabot