

Millbury Housing Authority

Minutes

March 21, 2018

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MILLBURY, MASS

Meeting convened at 1:02pm

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

Discussion: Budget with Tom Joy

Motion by Veronica Wood, seconded by Sherry Forleo to accept the 400-1 budget as proposed.

Roll Call Vote:

Frances Gauthier, Aye

Sherry Forleo, Aye

Veronica Wood, Aye

Lucy Chabot, Aye

Gilbert Picard, Aye

Motion carried unanimously

Motion by Veronica Wood, seconded by Lucy Chabot to accept the MRVP budget as proposed.

Roll Call Vote:

Frances Gauthier, Aye

Sherry Forleo, Aye

Veronica Wood, Aye

Lucy Chabot, Aye

Gilbert Picard, Aye

Motion carried unanimously

Motion by Veronica Wood, seconded by Lucy Chabot to accept the minutes of the regular February 22nd meeting. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Lucy Chabot to accept the minutes of the executive session February 22nd meeting. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Gilbert Picard to accept the Consolidated Voucher Report in the amount of \$95,601.80. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Lucy Chabot to accept the MRVP Voucher Report in the amount of \$1,049.00. All in favor. Motion carried unanimously.

No correspondence

Discussion: Rent that was considered uncollected was paid since the last meeting.

Motion by Veronica Wood, seconded by Sherry Forleo to rescind the vote regarding a write off for uncollected rent in the amount of \$400.00. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to accept the Wage Match Acknowledgement regarding confidential information and DOR Disclosure and Security Training for Safeguarding Information. All in favor. Motion passed unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to allow Frances Gauthier and Carol Smith to sign the certification regarding the DOR requirements. All in favor. Motion carried unanimously.

Discussion: Automatic Laundry contract...The company proposed extending the contract for five years, but it was decided that three years would be more in line with DHCD recommendations and changes in appliances and tenant laundry fees might be increased.

Motion by Lucy Chabot, seconded by Gilbert Picard to accept an extended contract with Automatic Laundry Services Company for a period of three years. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to accept the procurement revision dated 11/7/16 retroactive to that date. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Gilbert Picard to accept the mission statement as written. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Lucy Chabot allowing Veronica Wood to sign contracts along with Frances Gauthier and Carol Smith. All in favor. Motion carried unanimously.

Discussion: Annual Seacrest Conference...Veronica Wood and Sherry Forleo will attend the conference on Sunday and Monday, spending one night. Carol Smith will attend all 4 days.

Motion by Veronica Wood, seconded by Gilbert Picard to adjourn. All in favor. Motion carried unanimously.

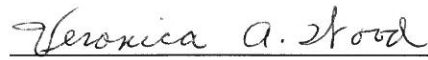
Meeting convened at 2:12pm

Next meeting scheduled on April 18th at 1:00pm.

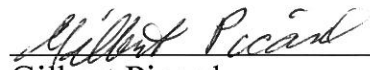
Respectfully Submitted,



Frances Gauthier



Veronica Wood



Gilbert Picard



Carol A. Smith



Sherry Forleo

Lucy Chabot