

Millbury Housing Authority

MINUTES

Date: April 14, 2015

Time: 2:30pm

Present: Frances Gauthier, Lorraine Hayes, Veronica Wood, Sherry Forleo
Absent: Alyssa Marlborough

15 MAY 20 AM 9:15
MILLBURY HOUSING AUTHORITY
1000 MILLBURY ST
MILLBURY MA 01567

The Chair called the meeting at 2:35pm.

Motion by Lorraine Hayes, seconded by Veronica Wood to approve the minutes of the regular meeting held on March 10, 2015. All in favor. Motion carried unanimously.

Motion by Lorraine Hayes, seconded by Veronica Wood to approve the minutes of the regular meeting held on April 6, 2015. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Lorraine Hayes to approve the March Consolidated Account Vouchers in the amount of \$101,469.19. All in favor. Motion carried unanimously

Motion by Veronica Wood, seconded by Lorraine Hayes to approve the March MRVP vouchers in the amount of \$6,032.35. All in favor. Motion carried unanimously.

Carol informed the Board that the generator project hasn't made much, if any, progress since the last meeting. Steve VanDyke of Nault Architects sent a scathing email to the project manager of Methuen Contractors regarding the work that still needs to be completed. There is still no word on the generator being hooked up to the elevator.

The project at 21 Forrest Drive is moving right along. A hole was made in a water pipe and there was minimal damage to the downstairs unit which ACRON Construction took care of immediately. They appear to be an excellent contractor to work with.

Carol feels that this will be a hard unit to rent because it is a one bedroom on the second floor with a possible long time vacancy beneath it. There is also a parking issue with a very narrow driveway, although there is a garage.

In discussing this project, Carol mentioned that the first floor tenant would be leaving on May 31, and the unit will not be able to be rented until major renovation is completed. The unit need a new bathroom and kitchen and more than likely new wiring and possibly plumbing as did the upstairs unit. This could very well be another project using Formula Grant funding.

The only Board member yet to complete the Ethics Exam and submit her certification of completion is Alyssa Marlborough.

The property at 256 North Main St. has been sold and the proceeds,, minus our expenses, has been submitted to DHCD. Our cost was \$371.00 and the check to DHCD was \$60,570.34 after the attorney fees were taken out. It was mentioned that maybe they'll give us the money back to renovate the bottom unit of 21 Forrest Drive.

Tom Boyer, Construction Advisor with DHCD, was here last week to evaluate the day health area in congregate that Carol would like to relocate the offices. His opinion is that it would be a beneficial move for all and has recommended the move to his superior and other involved parties.

There is more than cosmetic work to be done and Tom has stated that it would probably be a project which could take up to two years. Carol explained that the present office situation is not getting any better and the longer we wait to move the worse it will be. He said that he understood this and will try to move it along as quickly as he can. He also pointed out an area that he thought we can get additional parking for staff and visitors.

There hasn't been any further complaints regarding the parking situation at Centevue so the Board has decided to table further discussion at this time.

Motion by Veronica, seconded by Lorraine to accept as proprietary Harvey windows and Corian tub surround so maintenance will have to stock repair parts and maintenance information for only one brand of each product. All in favor. Motion carried unanimously.

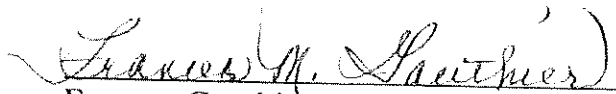
Discussion on Public Housing Notice2015-08 which states in part that a tenant serving on an authority board has not yet been mandated.

Carol explained that the ADA walkway project is not viable and will not be completed. There is not enough room in the area to install the walkway. The money that was allocated to this project, \$8,030.00, will instead be allocated to the window project which ran higher than originally anticipated.

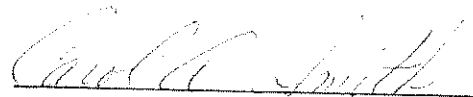
We received the bids for the toilet project. Motion by Sherry Forleo, seconded by Lorraine Hayes to accept the lowest bid of \$39,376 dependent on DHCD approval, by MaxPipe Mechanical Services. All in favor. Motion carried unanimously.

Motion by Lorraine Hayes, seconded by Veronica Wood to adjourn. All in favor. Motion carried unanimously. Meeting adjourned at 3:40

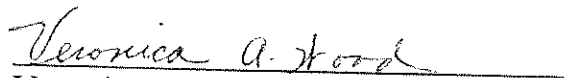
Respectfully Submitted,



Frances Gauthier

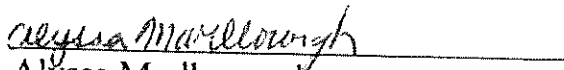


Carol A. Smith



Veronica Wood

Lorraine Hayes



Alyssa Marlborough



Sherry Forleo