

Millbury Housing Authority

MINUTES

Date: June 17, 2014

Time: 10:00 A.M.

Present: Barbara Blavackas, Frances Gauthier, Veronica Wood, Lorraine Hayes, Alyssa Marlborough

Absent: None

Other Attendees: Lisa Bennes, Congregate and Service Coordinator; Dennis Osborne, Executive Director of the Shrewsbury Housing Authority.

RECEIVED
TOWN CLERK
MAY 19 10 08 AM '14

The Chairman called the meeting to order at 10:00 A.M.

Frances Gauthier made a motion to approve the minutes of the regular meeting held on May 13, 2014. Veronica Wood seconded the motion. All in favor. Motion carried unanimously.

Veronica Wood made a motion to approve the May 2014 Consolidated Account Vouchers, in the amount of \$114,138.68. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Veronica Wood made a motion to approve the MRVP May 2014 vouchers in the amount of \$6,052.35. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Frances Gauthier made a motion to approve the Certificate of Final Completion for Aden Construction, Inc. for the Tub Surround Project at the 200-1 Development. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Frances Gauthier made a motion to approve the Application and Certificate for Payment #2, in the amount of \$12,385.00, for Aden Construction, Inc. for the Tub Surround Project at the 200-1 Development. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

The Quarterly Operating Statement for the quarter ending March 31, 2014 was reviewed and discussed briefly.

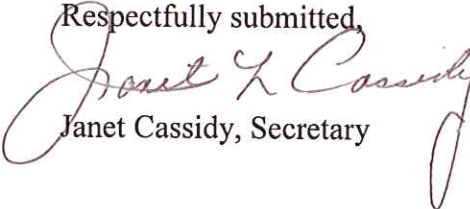
Janet updated the Board on the following: Solar Panel Project bids are due in on 6/25; Generator Project will be out for bid in July; the estimate for rehab of the upper level of the house at 21 Forrest Drive is now at approximately \$55,000; a commercial appraisal of the property at 256 North Main Street will be done so that we can proceed with disposing of it.

Dennis Osborne, Executive Director of the Shrewsbury Housing Authority joined the meeting. Dennis had expressed an interest in meeting with the Board to discuss the possibility of the Board entering into a contract with him and the Shrewsbury Housing Authority to provide management services for the Millbury Housing Authority. There have been several housing authorities that have accepted management services from other housing authorities instead of hiring a new executive director when the executive director's position becomes available. Dennis explained that these collaborations seem to have worked well for other housing authorities that have entered into them. A management fee would be paid to the Shrewsbury Housing Authority instead paying a salary to an executive director. Dennis explained that he now manages over 300 units in Shrewsbury, a large number of them under the Section 8 Voucher Program. According to Dennis the Shrewsbury Housing Authority has substantial reserves, a very good vacant unit turnover rate and no account receivables. If the Board opted to enter into a contract with Dennis and the Shrewsbury Housing Authority, Dennis would be here in the Millbury office for a part of every day for a period of six months while he acquainted himself with our operation. After that he might name a site manager to oversee the general operation of Millbury. Dennis mentioned that a plus in this arrangement would be that the Shrewsbury maintenance personnel and equipment would be available to Millbury should it become necessary. Janet explained that the Search Committee had scheduled interviews with six

candidates and no decision would be made until after the interviews were complete and the full Board had the opportunity to interview the finalists.

There being no further business, Veronica Wood made a motion to adjourn the meeting at 12:00 P.M. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Frances M. Gaudin
Barbara J. Blawacka
Lorraine M. Hayes
Veronica A. Wood

Respectfully submitted,

Janet Cassidy, Secretary