

Millbury Housing Authority

Minutes

Date: August 11, 2015

Time: 2:30PM

The Chair called the meeting at 2:45PM

Present: Frances Gauthier, Veronica Wood, Sherry Forleo

Absent: Lorraine Hayes, Alyssa Marlborough

Motion by Sherry Forleo, seconded by Veronica Wood to amend the minutes to include the name ACRON Construction to the Motion to approve the Certificate of Final Completion and the dollar amount of \$3, 807.92 as approved on July 14, 2015. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Veronica Wood, to approve the amended minutes. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to approve the July Consolidated Account Vouchers in the amount of \$86,917.54. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to approve the July MRVP Vouchers in the amount of \$1,453.00. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Veronica Wood to accept low bidder Boston Insulation as contractor for the tub surround project phase 11 FISH# 186069 which was \$43,750.00 All in favor. Motion carried unanimously.

Discussion on Nationwide Construction: Nault Architect

Motion by Motion by Veronica Wood, seconded by Sherry Forleo to accept low bidder Nationwide Construction, Inc. for the window replacement project phase 11 FISH# 186070 which was \$42,200 including alternates.

Discussion on MaxPipes: Carol has sent 2 emails to contractor regarding replacing the shut off valves on all of the toilets as stated in the bid package. Contractor is disputing because the shut off valves are not included in the matrix. The matrix does include 105 flanges to be replaced and contractor only replaced the ones that

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were broken. He did replace all of the water lines that were in the bid but not on the matrix. The Board decided that the contractor could not pick and choose what he wanted from both documents.

Motion by Sherry Forleo, seconded by Veronica Wood to hold payment until the issue is resolved. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to increase the director's salary to meet the new guidelines approved by DHCD to \$68,907 effective October 1, 2015. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to renew director's contract for 3 years starting 10/27/15 and including 3 weeks' vacation per year. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Veronica Wood to enter into contract with Lodestar Energy. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Veronica Wood to allow only move-in/move-out information in landlord reference letter for tenants. All in favor. Motion carried unanimously.

Discussion: Ron Mikol and Methuen Construction. Carol instructed to check with the manufacturer of the generator to ascertain information on the warranty, including cost for the next 2 years. Also check with Ron Mikol and ask him to forward his offer in writing before the meeting which will be in October because we're having the budget meeting in September.

Motion by Sherry Forleo, seconded by Veronica Wood to request in writing the offer of the generator maintenance from Ron Mikol to be discussed at the next meeting. All in favor. Motion carried unanimously.

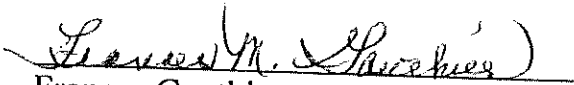
Motion by Sherry Forleo, seconded by Veronica Wood to change the job title for Judy Flynn and Lisa Bennes. Judy Flynn's title to Administrative Assistant and Lisa Bennes' title to Congregate and Housing Service Manager. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Veronica Wood to adjourn. All in favor. Motion carried unanimously.

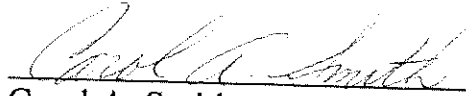
Meeting adjourned at 3:35PM

Next meeting tentatively scheduled 9/8/15

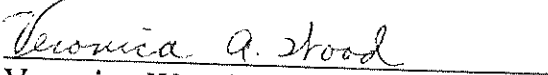
Respectfully Submitted,




Frances Gauthier



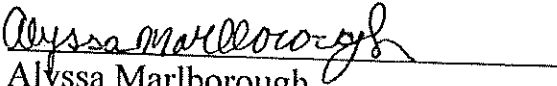
Carol A. Smith



Veronica Wood



Lorraine Hayes



Alyssa Marlborough



Sherry Forleo