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Millbury Housing Authority

MINUTES

Date: September 4, 2013

Time: 10:00 a.m.

Present: Frances Gauthier, Veronica Wood, Barbara Blavackas, Lorraine Hayes, Sherry Forleo

Absent: None

The Vice Chairman called the meeting to order at 10:05 a.m.

Frances Gauthier made a motion to approve the minutes of the regular meeting held on August 13, 2013. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Veronica Wood made a motion to approve the August 2013 Consolidated Account Vouchers, in the amount of \$ 113,343.36. Frances Gauthier seconded the motion. All in favor. Motion carried unanimously.

Frances Gauthier made a motion to approve the MRVP August 2013 vouchers in the amount of \$106,627.35. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Lorraine Hayes made a motion to award the contract for oil burner service for the period 10/1/13 through 9/30/15 to Ken's Oil & Heating, Inc. who submitted the lowest bid, in the amount of \$21,078.88. Frances Gauthier seconded the motion. All in favor. Motion carried unanimously.

Frances Gauthier made a motion to award the contract for elevator service in the 667-3 and 667-4 developments for the period 10/1/13 through 9/30/15 to Elevator Maintenance and Service, Inc. who submitted the lowest bid, in the amount of \$10,800.00. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Veronica Wood made a motion to award the contract for paving work adding additional parking spaces at 667-1, Linden Apartments, to Superior Sealcoat, Inc. who submitted the lowest bid, in the amount of \$12,480.00. Sherry Forleo seconded the motion. All in favor. Motion carried unanimously.

Frances Gauthier made a motion to award the contract for stair and railing repairs at 667-1, Linden Apartments and 667-2, Colonial Drive Apartments, to Aden Construction, Inc. who submitted the lowest bid, in the amount of \$17,900.00. Sherry Forleo seconded the motion. All in favor. Motion carried unanimously.

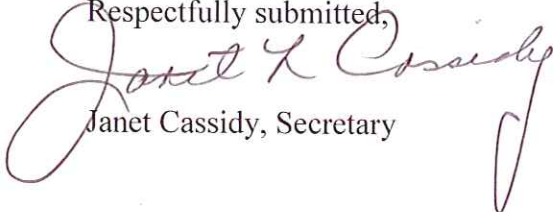
Sherry Forleo made a motion to approve the revision of the Fiscal 2013 Consolidated Budget, as prepared by Fee Accountant, Tom Joy and to submit it to the Department of Housing & Community Development for their review and approval. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Veronica Wood made a motion to approve change order #2 extending the time of completion for the roof replacement at 667-3, Centerview Apartments and the Certificate of Final Completion and Application for Final Payment to Kidd –Luukko Corporation, in the amount of \$8,715.00. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Quarterly Operating Statements, for the period ending June 30, 2013, were reviewed by Board members.

There being no further business, Veronica Wood made a motion to adjourn the meeting at 10:45 a.m. Lorraine Hayes seconded the motion. All in favor. Motion passed unanimously.

Barbara F. Blawieck
Laurie M. Sanchez
Lorraine M. Hayes
Sherry Forleo

Respectfully submitted,

Janet Cassidy, Secretary