

Millbury Housing Authority

Minutes

September 20, 2017

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MILLBURY, MASS.

Meeting convened at 1:03pm

Present: Veronica Wood, Sherry Forleo, Gil Picard, Lucy Chabot,  
Bob Eisner

Absent: Frances Gauthier

Motion by Gil Picard, seconded by Lucy Chabot to accept the minutes of the August 16<sup>th</sup> meeting. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Gil Picard to accept the August Consolidated Vouchers in the amount of \$94,725.01. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Gil Picard to accept the MRVP Vouchers in the amount of \$1,049.00. All in favor. Motion carried unanimously.

Bob Eisner spoke regarding his concerns of tenants rolling down the "hill" from authority property onto his property. One of the "hills" borders the sidewalk that goes the length of Colonial Drive. The other "hill" is next to building 2 and there is a decent amount of grassy space between sidewalk and the "hill". He said that two separate tenants each fell once. One tenant was taken in the ambulance. This particular tenant falls frequently even while using her walker, which she was using when she fell. He didn't know who the other tenant was. He also mentioned tenants walking across his property. He said that he would like a rail or something put up to protect the tenants.

When he originally approached Carol he wanted a fence put up and offered to help with the cost. The second time he approached Carol about this, he demanded that she do something about the tenant and her friends smoking on the corner, and again stated that he wanted a fence put up. Carol told him that there wasn't money for a fence and that it wouldn't happen. He then asked to meet with her boss. Carol invited him to the meeting. Carol stated that his demeanor at the meeting was very different than his demeanor when he met with her.

Correspondence was read.

Discussion: the move. Carol informed the Board that the move went well, although staff is not completely settled in as of yet. She also informed the Board that she had to pay the movers with a personal check that she is putting in for reimbursement.

Discussion: the salon. Carol stated that she spoke with Lisa Taylor and was told that a letter was being drafted regarding additional issues brought forth by the legal department at DHCD. Lisa said that the salon owner will have to provide additional information and paperwork.

Carol informed the Board that she has 3 tenant volunteers to assist in the office. 1 volunteer will work 1 day a week, 1 volunteer will work 1 morning a week, and the third volunteer will work 2 mornings a week.

Discussion: Designated smoking area at Linden Apartments. Two 667 developments have a designated smoking area on property and the Board agreed that Linden Apartments should have an area also.

Motion by Gil Picard, seconded by Lucy Chabot to purchase a park bench to add to the bench that is presently there, and move both to an area that borders the property near the sidewalk on Pearl Street and make that the designated smoking area. All in favor. Motion carried unanimously.

Carol will discuss the area with Tom Austin to determine where it will be easier to snow blow a path in the winter.

Motion by Sherry Forleo, seconded by Lucy Chabot to approve the Substantial Completion Certificate for Zander Corporation. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Gil Picard to accept the bid and contract by Ken's Oil. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Lucy Chabot to accept the Certificate of Final Completion for Zander Corporation in the amount of \$3,350.00. All in favor. Motion carried unanimously.

Discussion: the capital plan. Motion by Gil Picard, seconded by Lucy Chabot to accept the capital plan as presented. All in favor. Motion carried unanimously.

Carol has been in contact with exterminators who use pesticides. The heat is not working, and as much as we don't want to use pesticides we have no choice at this point. Two of the pest control companies are extremely expensive and require that the tenants remove all clothing and have it cleaned, or wash and dry it themselves. This along with removing furniture away from the wall, removing pictures from the walls, etc.. The job was not guaranteed if all procedures were not followed. He recommended a company that would do the work for the tenant. That company is also extremely expensive and would be appropriate for a building that was infested, which we are not. A local exterminator said that he has done it this way, but now only requires the procedure used by the heating method and finds that it is just as effective. He was scheduled to come in this week, the earliest that he was available, to start the work. He called on Tuesday stating that he had second thoughts and decided against taking the job because it was too big for a single person.

Carol contacted another company recommended to her and he will be in to start the work on Monday, the earliest that he is available.

She also said that the tenants are very frustrated and are concerned because nothing has been done for almost a month. This time has been spent talking to pesticides companies and trying to find someone who can fit us into their schedule. The companies are very busy with bed bugs and their regular clients.

Carol informed the Board that she was very disappointed with the IT company we've been using. Apparently someone at the company dropped the ball and the engineer who came to connect the computers, install a new program, and connect printers and the server thought all he was supposed to do was install a program and make sure that the computers were working after being moved.

After being told by Carol and Judy that the server wires were moved by the electrician and were in the ceiling ready to be dropped, he took it upon himself to move the server and run wires from the original server area through Judy's former office, through the former lobby and into the maintenance closet. He left it like this and told Carol to call the electrician back and have him move the wires again. The office computers were left with wires running everywhere because he didn't have additional wire with him. We had the same problem with the printers.

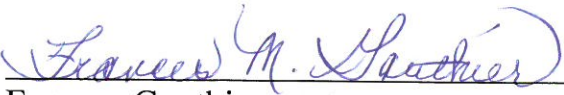
Tom Austin offered to see what he could do to alleviate the wires running through the former office space and to try to find cords and wires for the office computers and printers. He stated that he was certainly not an expert, but that he would give it a shot. Carol knew that this was something that was in Tom's capabilities and didn't hesitate to let him proceed. Apparently he surprised himself. He did an excellent job all the way around. Carol expressed this to him and said that she would inform the Board and put a letter in his file.

Motion by Sherry Forleo, seconded by Lucy Chabot to adjourn. All in favor.  
Motion carried unanimously.


Meeting adjourned at 1:55pm.


Next meeting scheduled October 18<sup>th</sup> at 1:00pm.

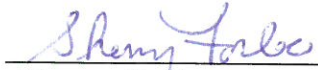
Respectfully Submitted,


  
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Frances Gauthier

\_\_\_\_\_  
Veronica Wood

  
\_\_\_\_\_  
Gilbert Picard

  
\_\_\_\_\_  
Carol A. Smith

  
\_\_\_\_\_  
Sherry Forleo

  
\_\_\_\_\_  
Lucy Chabot