

Millbury Housing Authority

Minutes

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MILLBURY, MASS.

February 9, 2016

Time: 2:30pm

Vice Chair called the meeting at 2:42pm

Present: Veronica Wood, Lorraine Hayes, Alyssa Marlborough, Sherry Forleo who arrived at 2:48pm

Absent: Frances Gauthier

Motion by Lorraine Hayes, seconded by Alyssa Marlborough to accept the January minutes. All in favor. Motion carried unanimously.

Motion by Lorraine Hayes, seconded by Alyssa Marlborough to accept the January Consolidated Account Vouchers in the amount of \$100,588.54. All in favor. Motion carried unanimously.

Motion by Lorraine Hayes, seconded by Alyssa Marlborough to accept January MRVP Vouchers in the amount of \$1,453.00. All in favor. Motion carried unanimously.

Carol informed the Board that the hallway windows were going to be replaced with tempered glass as required by code. Nault Architects sent an email that they will be responsible for paying for the new sashes because they didn't specify tempered glass as they should have. Steve Vandyke from Nault will notify Carol when the windows are completed and up to code.

The tub surrounds have been completed with the exception of the punch list which will be completed tomorrow February 10th.

The Secondary Conductor Relocation project will start as soon as Nangle Inc. schedules the initial meeting with the contractor.

The smoking survey was distributed attached to the newsletters. The Board received a copy.

The facilities inspection scheduled by DHCD did not determine that there were any major issues that would put the office move project on the back burner. There were safety issues that were corrected within 24 hours; a missing light bulb in the basement, small punch outs near the boiler that houses wires, etc.,. Work orders were issued for all deficiencies and will be completed within 60 days as DCHD requires.

Carol explained to the Board that it had been determined that all accrued vacation time would be used as voted; two weeks of accrued time plus that years vacation time each year, and all accrued time would be used by the end of 5 years which would be in 2020. Lisa Bennes was only given until 2018 to use her time. Motion by Sherry Forleo, seconded by Alyssa Marlborough to extend the time Lisa has until 2020 also. All in favor. Motion carried unanimously.

Carol distributed pictures of the progress of the solar farm we have contracted with.

The draft of the new personnel policy was discussed with new sections highlighted. Each member was given a copy to read and any changes will be discussed and voted on at the next meeting on March 8th.

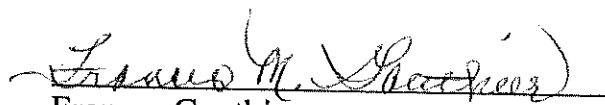
The Fire Alarm Upgrade Phase I Centerview is in the bid process.

Motion by Alyssa Marlborough, seconded by Lorraine Hayes to adjourn. All in favor. Motion carried unanimously.

Meeting adjourned at 3:28

Next meeting 3/8/2016

Respectfully Submitted,


Frances Gauthier


Carol A. Smith

Veronica A. Hood
Veronica Wood

Lorraine Hayes

Alyssa Marlborough
Alyssa Marlborough

Sherry Forleo
Sherry Forleo