

Millbury Housing Authority

Minutes

October 18, 2017

1:00pm

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MILLBURY, MASS.

Meeting convened at 1:20pm

Present: Frances Gauthier, Sherry Forleo, Gilbert Picard, Lucy Chabot
Absent: Veronica Wood

Motion by Lucy Chabot, seconded by Sherry Forleo to accept the minutes of the September 20th meeting. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Lucy Chabot to accept the September Consolidated Vouchers in the amount of \$141,460.21. 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.

Tenant Janice Masters spoke about how Carol Smith removed the rent box from inside the building and the tenants want it back. She also stated that Carol Smith did not handle the bed bug issue correctly in the beginning. Fran Gauthier asked Carol to address the issue after stating that the extermination is very expensive. Carol explained why the rent box was removed and her actions regarding the K9 company. The Board was aware, and has been right along, of both issues and agreed with them being done the way they were.

Tenant Charlotte LaRochelle stated that the rent box should stay and asked if the office will continue to close on snow days. Carol Smith answered her question and stated the reason for the closing. Again the Board was aware of the closing and it is written in the Personnel Policy.

Charles Hamilton asked if abutting units that did not have bed bugs would continue to be treated. Carol Smith said that they would not, letters went out to that effect, unless the exterminator had reason to believe that bugs might be present.

Correspondence was read.

Motion by Lucy Chabot, seconded by Sherry Forleo to accept Sanderson Masonry to complete the chimney repointing at Memorial Drive for a contract total of \$9,750. All in favor. Motion carried unanimously.

Carol Smith made the Board aware that Janet Cassidy has agreed to be the Grievance Officer for the housing authority. Janet was a one-time tenant and also the former director of the authority. Carol also stated that she discussed an alternate officer with a town employee and he said that he would think about it.

Discussion: Changing the maintenance hours from 7:30am to 4:00pm to 7:00am to 3:30pm. She assured the Board that there is early morning work and with winter coming snow removal will get done as early as possible. She also told the Board that maintenance was doing a great job and they deserved the change in hours. She also commended Tom Austin for the excellent job he is doing. Tom is not afraid to do anything asked of him and Carol stated that he knows more than he gives himself credit for. Lucy Chabot, tenant Board member, agreed that the maintenance department does a great job.

Motion by Gilbert Picard, seconded by Sherry Forleo to change the maintenance work hours to 7:00am to 3:30pm. All in favor. Motion carried unanimously.

Motion by Gil Picard, seconded by Lucy Chabot to change the Personnel Policy to reflect the change in time. All in favor. Motion carried unanimously.

Discussion: new awnings...Awnings have been ordered from a local company who gave the lowest quote.

Discussion: after hours rent box...Carol has requested quotes to change the glass in the door light at the main entrance and add a piece of steel at the top bottom to accommodate the box.

Gil Picard asked if we could have the rugs cleaned in all of the common areas.

Motion by Sherry Forleo, seconded by Lucy Chabot to approve the expenditure of \$41,200 for end cap siding at Colonial Drive as soon as the FISH number is assigned. All in favor. Motion carried unanimously.

Discussion: closing to the public on Fridays.

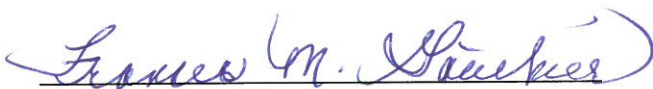
Motion by Sherry Forleo, seconded by Gil Picard to continue to close to the public and the tenants every Friday until further notice. All in favor. Motion carried unanimously.

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

Meeting adjourned at 2:03pm


Next meeting on November 15th at 1:00pm.

Respectfully Submitted,

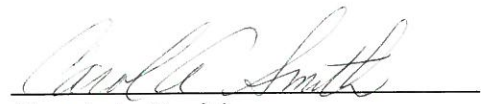


Frances Gauthier

Veronica Wood



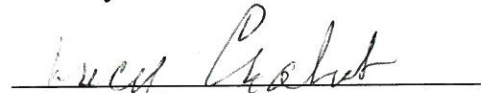
Gilbert Picard



Carol A. Smith



Sherry Forleo



Lucy Chabot