

Millbury Housing Authority

Minutes

Date: November 20, 2014

Time: 10:00AM

Present: Frances Gauthier, Veronica Wood, Lorraine Hayes, Allysa Marlborough

15 JAN 23 AM 9:11  
TOWN OF MILLBURY  
MILLBURY, MA 01545

The Chair called the meeting at 10:04AM.

Lorraine Hayes made a motion to approve the minutes of the regular meeting held November 20, 2014. Allysa Marlborough seconded the motion. All in favor. Motion carried unanimously.

Veronica Wood made a motion to approve the October 2014 Consolidated Account Vouchers in the amount of \$89,512.61. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Veronica Wood made a motion to approve the October 2014 MRVP Vouchers in the amount of \$29,292.57. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

The positions of the Board of Commissioners was clarified for the director.  
Chairman...Frances Gauthier                      Treasurer...Lorraine Hayes  
Assistant Treasurer...Veronica Wood    Member...Alyssa Marlborough

Veronica Wood made the motion to close the Housing Authority office on Friday, December 26 and Friday, January 2 for the holidays because the holidays fall on a Thursday this year. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously. Maintenance staff will be on call on both of these days.

Lorraine Hayes make a motion to amend the contract amount and increase the salary of the Executive Director to the amount recommended by DHCD in their Salary breakdown for Executive Directors. Allysa Marlborough seconded the motion. All in favor. Motion carried unanimously.

Veronica Wood made a motion to approve and accept the bid of and the three alternates in the total amount of \$72,600 to Acorn for renovations at 21 Forrest Drive with the stipulation that the Board of Commissioners approve all changes. Lorraine Hayes seconded the motion. All in favor. Motion carried unanimously.

Remote access to computer tables until next meeting.

Vote on Procurement Policy tabled until next meeting.

Discussion held regarding allowing the Town of Millbury and Charter Cable to connect to the cable at Centerview Apartments enabling a connection to Wifi which will allow a lighted sign to be used at the corner of Elm Street and South Main Street. Any and all costs incurred will be the responsibility of the Town of Millbury. All in agreement and the Chair didn't feel a vote was necessary.

A tentative date for our next meeting is December 9 at 10:00AM.

Veronica Wood made the motion to adjourn. Allysa Marlborough seconded the motion. All in favor. Motion carried unanimously.

Respectfully submitted,

Frances M. Sautter

Veronica A. Hood

Lorraine M. Hayes

Allysa Marlborough

