

Millbury Housing Authority

Minutes

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17 JAN 26 AM 9:03

MILLBURY, MASS.

December 21, 2016

Time: 2:55

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

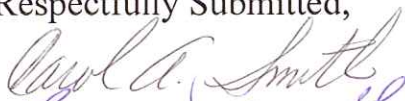
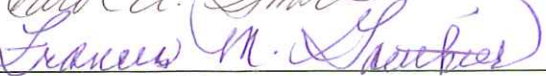
Motion by Sherry Forleo, seconded by Gil Picard to refuse to accept the lowest bid presented by Encore Contracting Services, Inc for the office renovation project for reasons stated at the meeting of November 16, 2016. All in favor. Motion passed unanimously.

Discussion was held regarding having to go out to bid for the third time with an ever decreasing scope of work due to the second lowest bidder retracting his bid because he forgot to include the electrical work in his bid amount.

Meeting adjourned at 3:15pm

Next meeting scheduled 1/18/17 at 2:45pm.

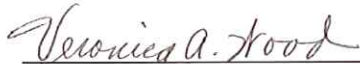
Respectfully Submitted,

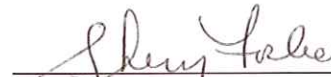
Carol A. Smith



Frances Gauthier



Veronica Wood



Sherry Forleo



Gilbert Picard



Lucy Chabot

## Millbury Housing Authority

### Minutes

November 16, 2016

Time: 2:10

Present: Frances Gauthier, Veronica Wood, Sherry Forleo, Gilbert Picard  
Tom Joy, Fee Accountant  
Lucy Chabot, Tenant interested in becoming Board member  
Richard Lavin  
Paula Lavin  
Ginny Bowness  
Marcia Pousland  
Bonnie Pardee  
Richard Broadbent  
Donna May Robinson  
Veronica Wood conducted the meeting due to a medical condition affecting the Chair.

Tom Joy explained the 400-1 budget, and the MRVP budget, and made sure any questions were answered.

Motion by Sherry Forleo, seconded by Gilbert Picard to accept the 400-1 budget as prepared. All in favor. Motion carried unanimously

Motion by Gilbert Picard, seconded by Sherry Forleo to accept the MRVP budget as prepared. All in favor. Motion carried unanimously.

A discussion was held regarding the designated smoking area at Colonial Drive. Richard and Paula Lavin's property abuts a small area of housing property and their property is across the street, and over the property line from the designated smoking area. They want the Board to change the designated smoking area to an area where the smokers are not visual and the smoke, if the wind is blowing in their direction, will not bother them. Paula Lavin has asthma and her 90+ year old mother, who lives nearby, enjoys sitting on the Lavin's front deck and Paula Lavin doesn't want her to be subjected to the smoke. They also complained about the disabled truck that is parked there and the folding chairs that are left there by the smokers. They

stated that cars stopped to talk to the smokers and blocked traffic. Richard Lavin stated that he would have a hard time selling his property because the smokers are bringing his property values down.

Carol reminded the Board that they voted to designate the area because Richard and Linda Lavin complained about the tenant's smoking on Fontaine Street where their house is located. The original vote was no smoking on property. The designated area is on property, but right next to the property line.

Ginny Bowness stated that she was told to smoke there and she wasn't doing anything wrong when Richard Lavin entered the property, went up to her and told her to stop smoking there. She said that he was rude and she told him it was private property and he always walked his dog there and no one complained. Paula Lavin stated that it was public property; that she could promise. She stated that she researched it and asked people in town. Carol stated to the Board that she would research this herself being concerned about liability.

Donna May Robinson asked if the property wasn't private, could she sit in her car and smoke? Ginny Bowness also stated that Richard Lavin went to talk to tenants with walkers and she thought that he was bringing the smoking concerns to them and they were not involved. Richard Lavin stated that she had no idea what he was discussing with the two women and it was none of her business and she needed to mind her own business.

Ginny Bowness also stated that a Millbury police officer stopped and she asked him if they were doing anything wrong. He told her they weren't and that they should open a lemonade stand.

Marcia Pousland stated that there is an area behind building 12 near the maintenance shed where no one parked, and maybe we could designate that area for smoking. Donna May Robinson stated that there was a maintenance shed near building 8, the building she lives in, and why couldn't they smoke there too.

Carol read the letter from Senator Michael Moore regarding the smoking and designated area.

Paula Lavin showed pictures of the area to Sherry Forleo, Veronica Wood and Gil Picard. She mentioned her mother sitting on the front deck. Sherry Forleo asked her if they had a back deck and Paula said yes, but it was easier for her mother to use the front deck. Sherry Forleo also asked how many smokers were usually in the designated area at one time. Richard Lavin said about three.

Comments went back and forth and Veronica Wood stated that the Board would take the Lavin's request under advisement, and during this time the designated smoking area would stay where it is.

Paula Lavin asked Carol on her way out if she would keep her posted on the decision. Carol said that she would, but there wasn't going to be a meeting in December, so a Board decision wouldn't be made until January. Paula Lavin

appeared to be disappointed, but again asked to be informed. Carol assured her that she would inform her after a decision was made.

Motion by Sherry Forleo, seconded by Frances Gauthier to accept the minutes of the October 12<sup>th</sup> meeting. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Gilbert Picard to accept the October Consolidated Account Vouchers in the amount of \$90,897.37. All in favor. Motion carried unanimously

Motion by Sherry Forleo, seconded by Frances Gauthier to accept the October MRVP Vouchers in the amount of \$1,026.00. All in favor. Motion carried unanimously.

Carol read the correspondence from Lucy Chabot regarding her desire to serve on the housing Board of Commissioners.

Motion by Sherry Forleo, seconded by Gilbert Picard to request that the Millbury Board of Selectmen agree to a joint appointment of Lucy Chabot to the Board of Commissioners of the Millbury Housing Authority. All in favor. Motion carried unanimously.

Carol read the correspondence from Nault Architects regarding the two lowest bidders on the Office Renovation project. Discussion was held regarding the lack of qualifications of the lowest bidder as a general contractor, the lack of experience in interior renovations and the recommendation by Nault Architect.

Motion by Sherry Forleo, seconded by Gilbert Picard to award the Office Renovation project to Shipsvieview Inc., the second lowest bidder, based on the recommendation by Nault Architects. All in favor. Motion carried unanimously.

The Board members were happy to learn that we received a discounted completion price on the chimney repointing project because we made a timely payment.

Carol reported that she has been in contact with Jonathan Church, the administrator for the WRTA bus service. Mr. Church informed Carol that he spoke with Judy O'Connor and Bernard Plante and they want to keep the bus stop where it is. Jonathan said that he agreed with me that it is a smoking hazard to the tenant's living in this building. Carol also mentioned that the bus stops in the no parking area reserved for emergency vehicles. They discussed moving the bus stop further

down the street between this building and the next. Mr. Church stated that we would lose two parking spaces in that area. This area of Elm Street has businesses that depend on the parking spaces for their customers and we depend on the spaces for staff, tenants, applicants and vendors. We both agreed that we couldn't afford to lose parking spaces. Mr. Church also mentioned that bus stops are usually across the street from each other.

It was decided that he would send a representative to view the area to determine if there is another area where they could re-locate the bus stop. I told him that I would like to meet with the representative.

Carol informed the Board on the outcome of the meeting she requested with the construction manager from DHCD, the project architect, and the project contractor. The meeting was to determine who was responsible for the incorrect devices being ordered and the housing maintenance overtime required for a fire watch.

The construction manager was very clear on the fact that DHCD has never gone to an architect to get money back in these situations. Gary Nangle did accept the responsibility for the problem. He stated that Carol would have to determine him to be incompetent so he could collect the money from his insurance company. Carol felt that everyone made mistakes, and she couldn't determine him to be incompetent. The money will come out of our project funds, and DHCD reimbursed us for the maintenance overtime.

Carol informed the Board that we would have to pay for another address sign to "beautify" the front of this building. It was determined that we did not have the money for it.

Carol informed the Board that she has contacted her asset manager from DHCD for guidance on disposing of the old truck. She is waiting for the manager to get back to her.

Motion by Sherry Forleo, seconded by Gilbert Picard to adjourn. All in favor.  
Motion passed unanimously.

Meeting adjourned at 3:30pm

Next meeting scheduled 1/18/17 at 2:45

Respectfully Submitted,

Frances M. Gauthier  
Frances Gauthier

Veronica A. Wood  
Veronica Wood

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Carol A. Smith  
Carol A. Smith

Sherry Forleo  
Sherry Forleo

Gilbert Picard  
Guy Chahot