

THE NEW WAREHAM HOUSING AUTHORITY
Minutes of a Regular Meeting held on Friday, November 1, 2013
At 34 Church Avenue, Wareham MA 02571

A regular meeting of the Wareham Housing Authority was held in the community building at 34 Church Ave, Redwood Park, Wareham MA on November 1, 2013. A quorum being present, the meeting was called to order by Chairman, Robert A. Powilatis at 1:20pm.

ROLL CALL:

Members Present: Robert A. Powilatis, Rudolph Santos Sr., Bill Lockwood

Members not present: Donna Barros

Non-Members Present: Victoria (Torri) Mattos, Administrative Assistant/Acting Secretary (had to leave before meeting ended)

APPROVAL OF OCT 23 MEETING MINUTES

- Powilatis asks for a motion to approve meeting minutes after incorporating changes and amendments
- Lockwood makes motions, Santos seconds the motion

Voted/Passed 3-0-0

SIGNING OF BILLS AND DOCUMENTS

- Powilatis asks for motion to sign and approve bills subject to review by the board
- Lockwood makes motion, Santos seconds the motion

Voted/Passed 3-0-0

GENERATOR

- Powilatis stated that we approved the purchase of Generators to lowest responsible bidder and faxed him a signed contract. Torri stated that vendor stated generators would be delivered in 4 or 5 weeks and then they would install.

EXECUTIVE DIRECTOR SEARCH

- Powilatis asked if we feel we need to do a second round of interviews.
- Powilatis stated that he is ready to choose ED.
- Santos stated he is also ready to choose ED as is Lockwood.
- Powilatis asks for motion to authorize the chair to talk to who they choose; enter negotiation for salary, benefits, etc.
- Santos chose Jacqueline Hickey
- Santos makes a motion to choose and converse with Hickey for ED position.
- Lockwood seconds the motion

Voted/Passed 3-0-0 – after explanation by each as to reasons for choice.

Resident Participation

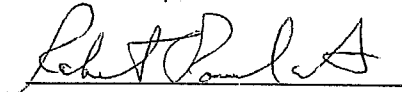
- Back of building 1 – four large pine trees that rock and are leaning towards the units – can we possibly take them down? (near big lights)
 - Will evaluate trees to be removed; get quotes from tree surgeons.
- Is Donna going to remain on the board?
 - Santos states we should send Donna a registered letter to her last known address, asking her intentions. Santos makes motion, Lockwood seconds the motion – Santos offered to work with Torri on letter.
Voted/Passed 3-0-0
 - Lockwood asks about absentee policy? Do we have one? Powilatis stated Chap 121B Section 6 provides procedures through Selectmen.
- Keys for J. Hickey to office?
- Maintenance man – who, when, hours.
 - Is John – qualified for head of maintenance??
- Funds – Availability for staffing.
- Discussion of repairs needed at Agawam and Redwood – Prioritization as to needs – Redwood – Heating and Plumbing System – Agawam Building – roof, siding, stoops, infestation etc. Ramp to office.
- Letter of Thank You for funds donated for generators. Santos will work with Torri on letters. – Discussed how many outlets (electrical) in each community building for oxygen-users etc.
 - Redwood- 10 double outlets (20): size of building sq. ft. 18' x 40" – Santos suggests that emergency management team evaluate our needs – Rudy to call Lt. Walchek.
- Discussion of Invoices
 - Whoever purchases should sign off as having received product(s).
- Discussion of NSTAR Invoice and "Constellation" Invoice
 - Why are we getting bills from both? Why so expensive? Do we have a contract with Constellation? Office to find out.
- Going to check into purchasing energy efficient light bulbs for all residents, inside lamps etc. in order to conserve energy costs.
- Also check at town and schools about "piggy-backing" with them to purchase bulbs – it may be cheaper if WHA buys all bulbs for Authority including residents – savings and volume discount may be worth the savings. Don't buy retail (home depot) buy wholesale.

Next meeting will be December 11, 2013 at 12:00PM @ Agawam Village.

Adjournment – Passed 3-0-0

Sign bills –Except NSTAR and Constellation.

A True Copy Attest...

A handwritten signature in cursive script, appearing to read "Robert A. Powilatis", written over a horizontal line.

Robert A. Powilatis, Chairman/COO