

Wareham Housing Authority
Special Meeting
Agawam Community Center
January 22, 2014

Recognizing a quorum the chair called the meeting to order at 1:00P.M.

Present: Robert Powilatis, Chairman, Rudolph Santos, Sr., Vice Chairman, William Lockwood, Associate Member

Absent: Donna Barros, Associate Member

Others Present: Jacqueline Hickey, Administrator, William White, WCTV, Resident Liaison Henry Fernandes, and residents Lyn Middleton, Barbara Russell, Barbara Ruhmpohl, Pat Fernandes, Josephine Chapman, Barbara Johnson (who acted as secretary).

Mr. Santos motioned Mr. Lockwood seconded to request Wareham Cable TV to video meeting.

OLD BUSINESS:

1. Approval of minutes for 12/11/2014 motion Santos, Lockwood second 3-0-0 and for 12/18/2014 motion Lockwood and second Santos 3-0-0.
2. Authorization to sign bills and documents that have adequate support documentation and appropriate approval, motion Lockwood seconded Santos, 3-0-0.

NEW BUSINESS:

1. INFRASTRUCTURE REPORT: William Lockwood presented capital improvements on buildings one and two in Agawam Village. Motion to accept infrastructure report Santos and seconded by Lockwood, 3-0-0.
2. ADMINISTRATORS REPORT:
 - a. Two Change orders for the Redwood Boiler/Heater Project, one for \$5,500.00 from 2012 and one for \$15,342.00 from the summer of 2013.
 - b. Generator Report – In, Operational and Inspected
 - c. Pump House Maintenance – Requesting annual maintenance agreement with Town Sewer Department, Motion by Santos and seconded by Lockwood, 3-0-0.
 - d. Water Main Leak and Repair
 - e. Emergency lighting
 - f. Snow Removal - 4 snow removal events – Residents and shovelers Thanked
 - g. Minutes have been submitted to Town of Wareham Clerk's Office, as required.
 - h. Waiting List for Residency – Request approval from DHCD to freeze accepting applications for six months to update – Lockwood motion and Santos Second 3-0-0.
 - i. Vacant Unit Report
 - j. FY14 Budget there was an approved budget for FY13. 19 Section 8 units lost as of 07/01/2013.
 - k. Tenants accounts receivable
 - l. Computer Failure – Data Retrieved
 - m. Class for Tenant Rental Eligibility and Calculations

- n. MRVP Report
- o. Section 8 Lawsuit – Permission to give case from Dec 2012 to legal Santos motioned and Lockwood seconded 3-0-0. Also discussed refund due from NYC and Harrisburg PA for overpayments made by WHA amounting to \$4,000.00
- p. Motion by Lockwood to accept Administrator's Report second by Santos – 3-0-0
- q. Motion made to approve Administrator Training and Capital Projects Training related travel expense 3-0-0.

Mr. Rudy Santos wanted to state for the record to Thank again publicly CEDA and Selectman for help with the generators. Also we should, when applicable, use local, small, woman and minority vendors for our electrical and plumbing needs. Mr. Santos wants to have a workshop meeting of all Town departments and elected officials so we can together in a comprehensive and coordinated manner (CEDA, CPA, WHA, DHCD, SELECTMAN).

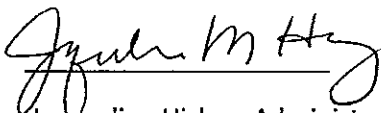
- 3. Board approval to accept the Capital Funding Projects
 - a. Building #2 Renovations, Building #1 Roof Replacement, Building #4 Renovations, Building #5 Renovations, Building #3 Renovations with reallocated funds, possibility of moving office back into community building to allow one more leased housing unit (#51) Lockwood motioned to accept 2013 DHCD plan as is Santos second, 3-0-0.
- 4. HUMAN RESOURCE COMMITTEE: Approval of rates for seasonal and part time workers at Administrator's discretion and to increase Administrator's hours from 35 to 37.5 and a pay raise of \$1.12/hour. Motion by Lockwood second Santos to the above 3-0-0.
- 5. RESIDENT PARTICIPATION: Tenant Liaison Henry Fernandes announced that there will be a meeting on 02/05/2014 for residents only to receive information from attorney for tenant issues.
- 6. Valentine's Day Party in Feb for the residents of Redwood and St Patrick's Day Party for Agawam in March.

Motion to adjourn meeting by Lockwood and second by Santos, 3-0-0

Next Meeting 2/19/2014 at Redwood 12:00 noon

Signed documents previously approved and authorized.

A True Copy Attest,



Jacqueline Hickey, Administrator, Secretary Treasurer