

Housing Authority

MINUTES OF THE FEBRUARY 11, 2009 BOARD OF COMMISSIONERS
MEETING HELD AT 87 MAPLE STREET, ORCHARD KNOLL, AT 7:00 P.M.

MEMBERS PRESENT:

Paul Menard, Chairman
Eva Gambaccini, Asst Chairman
Richard Duguay, Treasurer
Emily Witkus, Asst Treasurer

MEMBERS ABSENT:

Joan Welsh, Secretary

OTHERS PRESENT:

Anita Sullivan, Executive Director
Janet Ash, Candidate for Board

The Regular Meeting of the Board of Commissioners was called to order at 7:05 p.m. by Chairman, Paul Menard.

New Business:

Janice Ash introduced herself as a candidate running for the Housing Authority Board. Joan Welsh's term expires in April and she is running for re-election. The Board members introduced themselves and welcomed Janice to the meeting.

A letter was received from the State Auditor's office addressed to Chairman, Paul Menard, stating there were no findings of non-compliance through September 30, 2008.

Anita reported that several residents were panicking because they are in fear of losing the senior center due to Budget Cuts. Several residents of Orchard Knoll are involved in lunches and activities through the senior center and many more use the services of the van. Although Board members agreed that cuts would be made they did not believe the senior center would be closed. All Board members should attend the Town meeting where cuts will be discussed.

There were notes in our last audit that our laundry receipts vary greatly from quarter to quarter. It was suggested that closer monitoring or a new contract might benefit the Authority with higher receipts. Anita has begun the process of getting bids for a new laundry contract.

Resident Chuck Hudson came to the office February 9th, the day Anita returned from vacation to discuss an accident his son had leaving the property at about 7:30 a.m. on Friday, January 30th. He said the accident was caused by the slippery conditions of the

driveway. Anita was in the office on that day and no report was filed, so she can not attest to the condition of the road. After a discussion, it was determined that Anita or Chuck would request the DPW to sand and salt the driveway as soon as possible. It was also noted that care needs to be taken by drivers when poor weather conditions exist.

Unfinished Business:

The Board members continue to assess how the Authority will best serve the W. Boylston community and will form a mission statement when the direction is clearly defined.

The FY 9/30/2009 budgets have been approved.

Laundry bids still being sought.

Maintenance Report

The prison work program will be at Orchard Knoll next week to begin the painting of the hallways.

An inspector will be on the property March 5th to evaluate the 667 development for the Capital Planning Assessment for DHCD.

The Housing Authority needs to consider how Community Preservation Funding might be utilized to make improvements to Orchard Knoll.

Executive Director's Report

The February 2009 NAHRO newsletter was reviewed and discussed.

The financials for quarter ending 12/31/08 were reviewed and discussed.

Review & Approval of Minutes

Rich Duguay made a motion to accept the minutes of the Regular Board Meeting held December 10, 2008. Eva Gambaccini seconded the motion. All in favor.

Adjournment

Eva Gambaccini made a motion to adjourn the meeting at 7:50. Richard Duguay seconded the motion. All in favor.

Respectfully submitted,

Anita Sullivan
Executive Director