

Housing Authority

MINUTES OF THE APRIL 1, 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
Emily Witkus, Asst Treasurer
Joan Welsh, Secretary

MEMBERS ABSENT:

Rich Duguay, Treasurer

OTHERS PRESENT:

Anita Sullivan, Executive Director

The Regular Meeting of the Board of Commissioners was called to order at 7:10 p.m. by Chairman, Paul Menard.

New Business:

There is a new DHCD Management Rep. Linda Katsudas, who is replacing Brenda Royer.

Anita has been researching the possibilities of the Community Preservation Act by reviewing what other Towns are doing and it seems apparent that other community's Housing Authorities are getting funded for projects like roof and porch replacements. The roofs at the Housing Authority, 667-1 & 705-1 are still original and are gravely in need of replacing. Anita will download the application and make preparations for the Board's review of possible projects at the next meeting.

Interestingly enough the stimulus package has already effected payroll deductions at the Housing Authority, less is being taken out for federal taxes. We subscribe to a payroll service that made the change last week. Now THAT'S fast!

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.

Two Laundry proposals have been received. Automatic Laundry did not submit a bid. They are our current contractor. After Review of all of the proposals, Joan Welsh made a motion to accept the proposal of Yankee Equipment. Emily Witkus seconded the motion.

All in favor.

Anita drafted information for the Town web page. Anita will wait until after the election in case the Board members change.

Maintenance Report

This round of the prison work program is complete. They painted all of the front hallways in 667-1 & 667-2, the railings and two apartments.

Anita has submitted another request for a grounds cleanup which is desperately needed.

Anita spoke with the Loss Prevention Specialist at DHCD who informed her that damage might be covered by Insurance or FEMA. Anita is waiting for more information. From him. The damage to the property is mainly trees and branches down and some Board members didnt think that would be covered. Damage to our property was minimal, only two windows needed to be replaced at a cost of about \$400.

The DHCD Capital Assessment Inspection was completed March 5, 2009. The information will serve as a guide to plan future capital expenditures.

Executive Director's Report

The April 2009 Newsletter has not been received yet. A copy will be mailed to each Board member when it is received.

The April checks were reviewed and signed.

Review & Approval of Minutes

Emily Witkus made a motion to accept the minutes of the Regular Board Meeting held March 11, 2009. Joan Welsh seconded the motion. All in favor.

Adjournment

Joan Welsh made a motion to adjourn the meeting at 7:50. Emily Witkus seconded the motion. All in favor.

Respectfully submitted,

Anita Sullivan
Executive Director