

Housing Authority

MINUTES OF THE MAY 6, 2009 BOARD OF COMMISSIONERS MEETING HELD  
AT 87 MAPLE STREET, ORCHARD KNOLL, AT 7:00 P.M.

MEMBERS PRESENT:

Eva Gambaccini, Asst Chairman  
Richard Duguay, Treasurer  
Joan Welsh, Secretary

MEMBERS ABSENT:

Paul Menard, Chairman  
Emily Witkus, Asst 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 Asst Chairman, Eva Gambaccini.

New Business:

Congratulations to Joan Welsh who was re-elected to the Board.

Joan Welsh made a motion to approve the new slate of officers as follows:

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

Richard Duguay seconded the motion. All in favor.

Anita will be attending the Seacrest conference On May 18<sup>th</sup> and May 19<sup>th</sup>.

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. Anita is collecting information about the balances available for housing so that we can request an appropriate amount. A resident had inquired about Direct TV, as she was frustrated that cable wasn't working for a day. The Board voiced concerns about the dishes, and installation and removal as

tenants request and then need the equipment removed. Anita will ask other Housing Authorities if they have dealt with Satellite TV and any issues that may create.

Anita a check from Automatic Laundry for 50 % of proceeds for two quarters. This was 10% higher than our normal 40%. Anita had sent a letter raising the issue of the incorrect percentage being paid.

#### 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.

Anita has sent a letter of cancellation to Automatic Laundry and will contact Yankee Equipment to install machines on or about June 15th.

Paper goods were donated by St Vincent DePaul Society. Joan Welsh and her husband were kind enough to divide it all into separate bags so that they could be distributed to each resident. A thank you note signed by the residents was sent.

#### Maintenance Report

Termites were discovered in one of the walls of the family units, Apt #9. The treatment with a 2 year guarantee was \$2000. This would be to treat Apt #9 & #10.

Chuck and John are continuing with Spring cleanup.

#### Executive Director's Report

The May 2009 Newsletter was reviewed and discussed.

The May checks were reviewed and signed.

The financial statements for period ending 3/31/09 were reviewed and discussed.

#### Review & Approval of Minutes

Richard Duguay made a motion to accept the minutes of the Regular Board Meeting held April 1, 2009. Joan Welsh seconded the motion. All in favor.

#### Adjournment

Joan Welsh made a motion to adjourn the meeting at 7:45. Richard Duguay seconded the motion. All in favor.

Respectfully submitted,

Anita Sullivan  
Executive Director