

Millbury Housing Authority

Minutes

January 22, 2020

Meeting convened at 1:05pm

Present: Frances Gauthier, Sherry Forleo, Veronica Wood, Gilbert Picard

Absent: Lucy Chabot

Motion by Gilbert Picard, seconded by Veronica Wood to accept the minutes of the November, 2019 meeting. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Gilbert Picard to accept the November, 2019 Consolidated Voucher Report in the amount of \$174,918.20. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to accept the November, 2019 MRVP Voucher report in the amount of \$2,087. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Veronica Wood to accept the December, 2019 Consolidated Voucher Report in the amount of \$223,436.17. All in favor. Motion carried unanimously.

Motion by Gilbert Picard, seconded by Veronica Wood to accept the December, 2019 MRVP Voucher Report in the amount of \$2087. All in favor. Motion carried unanimously.

- Discussion: After reading the letter from the Acting Town Manager to Robert Spain dated December 19, the Board agreed to table additional discussion until the next meeting.
- Discussion: The budget has not been approved yet. Carol was upset with this because she feels that she was given incorrect information by her Housing Specialist who reverted the budget on 12/19. Carol provided the information she requested and re-submitted the budget. Shortly after this the Specialist went out on leave, and isn't expected to return until March. On 1/15 Carol received an email from someone who is completing some of the specialist duties, stating that the budget was reverted yet again, for missing

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information. Carol asked her where the information should go. In thinking about this, Carol recalled talking to the housing accountant about including this information. She called the housing accountant and asked him. He said they did include it, and told her where it was. It was where it should be. Carol emailed the “fill in” person who stated that she would forward the budget. The day of submission now reads 1/15/2020. This will constitute a serious negative mark on the PMR for 2020.

- Carol stated that there will be a tenant and abutters meeting at the Linden Apartment community room on 2/4 at 3:30pm to discuss the plans for the CDBG.
- Carol informed the Board that the driveway at 21 Forrest Drive is covered under a one year warranty.
- We are waiting for one last quote before submitting the application for the grant from Senator Moore.
- Carol informed the Board that the elevator completion day is scheduled for 2/14. The request for inspection will be completed at that time.

Motion by Veronica Wood, seconded by Sherry Forleo to approve the change from DA Sullivan in the amount of \$14,193.65 and the addition of 100 days for completion. All in favor. Motion carried unanimously.

- Discussion: Carol informed the Board that Mass NAHRO has requested that the Supreme Court review the case and make their determination. Mass NAHRO states that DHCD is overstepping their boundaries and misinterpreting the law. The Executive Director reports to the Board of Commissioners for each housing authority, and they are the ones responsible for negotiating the Director’s contract, including benefits and hours. The Board agrees that DHCD control is not be what the law intends, and it is the responsibility of the Board.

Motion by Veronica Wood, seconded by Sherry Forleo to accept the funding for Formula Funding, the scattered site accessible unit award, and the Public Housing Compliance Reserve for asbestos removal, in the amount of \$481,091 from DHCD. All I favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Gilbert Picard to write off \$5,979.37 in uncollectible rent. All in favor. Motion carried unanimously.

- Carol informed the Board that Tom Austin has gone above and beyond his normal supervisory duties to prepare for the 5 year state assessment that is scheduled for 1/23. She stated that he put in many hours gathering and recording necessary information regarding the facilities. This was in addition to his regular duties, with very little approved overtime. He has shown determination, organization, and persistence that proves how well he handles his position.

Motion by Veronica Wood, seconded by Gilbert Picard to adjourn. All in favor.

Meeting adjourned at 1:45pm.

Carol A. Smith

Frances M. Sheehy

Veronica A. Wood

Lacey Chabot

Gil Picard