

Millbury Housing Authority

Minutes

2/17/2021

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2021 APR -1 AM 10:01
MILLBURY, MASS

Meeting convened at 1:10pm

Present: Frances Gauthier, Sherry Forleo, Veronica Wood, Lucy Chabot

Absent: Gilbert Picard

Motion by Lucy Chabot, seconded by Veronica Wood to accept the minutes of the January 20th meeting. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Lucy Chabot, to accept the January Consolidated Voucher Report in the amount of \$142,481.83. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by to accept the January MRVP Report in the amount of \$1,836.00. All in favor. Motion carried unanimously.

Discussion: Vacation time accrual

After much discussion it was decided that we would use the addendum that is in the personnel policy; all vacation time earned this year, and going forward, must be used in the year it was earned, and all accrued time must be used at 2 weeks per year, or it will be forfeited. This addendum will be in effect until all of the accrued time is used. This addendum has been previously voted on.

Discussion: Changes in the personnel policy

The Housing Authority is exempt from the Family Leave Act so that section of the policy will be removed. There was also discussion on probationary time.

Motion by Veronica Wood, seconded by Sherry Forleo to remove the last sentence in the paragraph on page 2 of the policy, where probationary time is mentioned. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to eliminate section 8, on page 9, section 9 on pages 10 and 11, and section 10 on pages 11 and 12. All in favor. Motion carried unanimously.

Carol informed the Board that she was able to reserve 170 units of Covid-19 vaccines to be used for tenants, staff and volunteers. She has partnered with the MBOH through Cheryl Rowinski, Millbury public health nurse, and as soon as the vaccines are delivered Cheryl will schedule the clinic. Judy O'Connor has offered the Millbury Senior Center as the clinic venue.

Motion by Veronica Wood, seconded by Sherry Forleo to accept the CORI policy. All in favor. Motion carried unanimously.

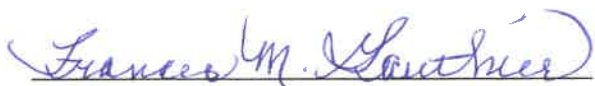
Motion by Veronica Wood, seconded by Sherry Forleo to accept the Abandoned Unit Policy. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Lucy Chabot to adjourn. All in favor. Motion carried unanimously.

Meeting adjourned at 2:10pm

Next meeting is 3/17/ 2021

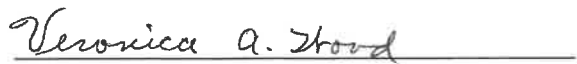
Respectfully Submitted,



Frances Gauthier



Carol A. Smith



Veronica Wood



Sherry Forleo

Gilbert Picard

Lucy Chabot