

Millbury Housing Authority

Minutes

1/19/2022

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TOWN CLERK  
2022 FEB 28 AM 8:41  
MILLBURY, MASS.

Meeting convened at 1:10pm

Members Present: Frances Gauthier, Veronica Wood, Lucy Chabot, Virginia Yasko

Members Absent: Sherry Forleo

- Motion by Motion by Lucy Chabot, seconded by Veronica Wood to accept the minutes of the September 15, 2021 minutes as read. All in favor. Motion carried unanimously.
- Motion by Lucy Chabot, seconded by Veronica Wood to accept the minutes of the November 17, 2021 minutes as read. All in favor. Motion carried unanimously.
- Motion by Lucy Chabot, seconded by Veronica Wood to accept the minutes of the December 8, 2021 minutes as read. All in favor. Motion carried unanimously.
- Motion by Lucy Chabot, seconded by Veronica Wood to accept the December Consolidated Voucher Report in the amount of \$162,247.75. All in favor. Motion carried unanimously.
- Motion by Veronica Wood, seconded by Lucy Chabot to accept the December MRVP Voucher in the amount of \$1,719.00. All in favor, Motion carried unanimously.

Discussion: Steps that were taken when all 3 maintenance men were out sick at the same time; one who tested positive for Covid 19, and one who was in contact with a Covid positive person, and was showing symptoms. Carol received texts from these 2 on Sunday evening. Monday morning the third maintenance person left a message on Carol's office phone that he was sick and was not going to be in.

Carol called the Oxford Housing Authority, and the director was in the Millbury office 2 hours later with his maintenance supervisor. They took a tour of all the properties, were given a set of keys, and agreed that the supervisor would be available for emergencies. He would be paid his usual rate, plus on half hour because he would be traveling from Connecticut. Carol kept the on-call phone. When Tom Austin was available, he would provide a tour of all interior mechanical rooms, and any other areas that might be needed. Millbury maintenance would provide the same coverage for Oxford if necessary. Carol stated that she still needed to find coverage for snow removal if she is without maintenance staff during a storm.

- Motion by Veronica Wood, seconded by Lucy Chabot to approve Williams Electric, LLC as the lowest bid on project #186091; Emergency Lights Stairwells, Linden Apartments. All in favor. Motion carried unanimously.
- Motion by Virginia Yasko, seconded by Lucy Chabot to prohibit any and all recycling, and to prohibit any and all storing of recyclables on housing property. All in favor. Motion carried unanimously.


Discussion: The PMR desk review. Carol reviewed the report with the Board, explaining that there were no findings in all areas. The maintenance portion of the PMR is scheduled for February 7.


- Motion by Veronica Wood, seconded by Lucy Chabot to enter executive session. All in favor. Motion carried unanimously.
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- Motion by Veronica Wood, seconded by Virginia Yasko to adjourn executive session. 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 2:25pm


Next meeting 16<sup>th</sup>.

Respectfully Submitted,

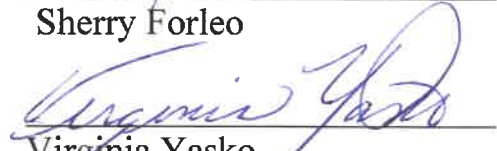
  
Frances Gauthier

  
Veronica Wood

  
Lucy Chabot

  
Carol A. Smith

  
Sherry Forleo

  
Virginia Yasko