## Millbury Housing Authority

## Minutes

## 1/20/2021

Meeting convened at 1:05pm

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

Absent: Gilbert Picard

Motion by Veronica Wood, seconded by Lucy Chabot to accept the minutes of the December 9<sup>th</sup> meeting. All in favor. Motion carried unanimously.

Motion by Lucy Chabot, seconded by Veronica Wood to accept the December 2020 Consolidated Voucher Report in the amount of \$199,890.51. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Lucy Chabot to accept the December MRVP Report in the amount of \$1,853.00. All in favor. Motion carried unanimously.

Discussion: Open meeting complaint. Carol informed the Board that she has taken steps to comply with the change in the law from March of 2020. She purchased a laptop that will used for every meeting. She has also added more explanation to her agenda business, and the agenda is posted with information on joining the meeting through Go to Meeting. Agenda's are posted on the authority website, the town of Millbury website, the development community rooms, laundry rooms, and the office lobby.

## **Old Business**

• The 5 units at Pearl Street have been sprayed for bed bugs a 4<sup>th</sup> time, and the K9's will be out again on 2/16.

Motion by Veronica Wood, seconded by Lucy Chabot to accept Amendment #12 to the CFA contract. All in favor. Motion carried unanimously.

Motion by Veronica Wood, seconded by Sherry Forleo to accept Poulin Construction as low bidder on the Riverlin Street ADA project number 186101, in the amount of \$243,000. All in favor. Motion carried unanimously.

Motion by Sherry Forleo, seconded by Veronica Wood to accept Aden Construction as low bidder on the Waters Street Renovation project number 186099, in the amount of \$224,400. All in favor. Motion carried unanimously.

Discussion: Extended vacation time is tabled until the next meeting

Discussion: Personal Policy...Carol distributed the Personnel Policy with highlighted sections for the Board to consider changing or deleting. It will be discussed at the next meeting.

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

Meeting adjourned at 2:00pm

Next meeting scheduled for 3/17/2021

Respectfully Submitted,

France M Sauchies	Carola South
Frances Gauthier	Carol A. Smith
Teronica a. Hood	Sharry Forles
Veronica Wood	Sherry Forleo
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Gilbert Picard	Lucy Chabot