

HOLLISTON HOUSING AUTHORITY
492 Washington Street, Cole Court
Holliston, MA 01746
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Email: Holliston.ha@verizon.net

Regular Meeting of Holliston Housing Authority
Place: Community Room
Date: August 15, 2018
Time: 6:00 pm

Roll Call – Present Hayley Fertow
 Karen Bowles
 Anthony Damigella
 Thomas Dumas
 K. Robert Malone

Absent none

Others Present: Rita Osborne, Rick Shaw, Paul Landers, Janet Bibo
 Cynthia Rodenhiser, Jane Derrick, Darlene Johnson, Della Miles, Residents

Minutes:

- Motion by Karen Bowles to approve the minutes of July 11, 2018, as presented, seconded by Thomas Dumas
- **Vote: Unanimous**

Account Payables Warrant:

- Motion by Anthony Damigella to approve the accounts payables as of August 15, 2018, seconded by K. Robert Malone
- **Vote: Unanimous**

Correspondence:

- a. Dedham Housing Authority Section 8 report
- b. Monthly accountant reports
- c. Budgets for 2018/2019 – Rick Shaw

Rick Shaw: synopsis of year end. Allowable spending level went up 10%, DHCD giving extra money to build up the reserve: reserve went from \$14,000 to \$112,000. Spoke about finding other ways to build up reserve, getting Admin money for Mod Jobs, you are allowed 10% for admin money which builds up reserve. Rita has been doing this. You can use reserve to hire temporary help if need be.

Old Business:

- a. Application for Payment – Fish #136028 – paving (Board Vote)
- b. Certificate of Substantial completion – Fish #136028 (Board Vote)
 - Motion by Anthony Damigella to approve Application for Payment & Certificate of Substantial Completion, seconded by Karen Bowles
 - **Vote: Unanimous**
- c. Kitchen upgrade update
Done in house, RCAT \$50,000 and under anything above that we will do in house.
- d. Contract for 5001 – asbestos abatement (Board Vote)
 - Motion by Tom Dumas to approve Contract for 5001, seconded by Karen Bowles
 - **Vote: Unanimous**

New Business:

- a. Windows for 667 development
- b. Heat pumps/air conditioner for 667 development

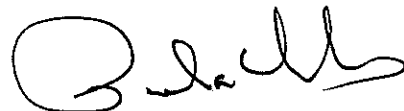
Other Business:

- a. Paul Landers – Framingham Housing Authority
 - Mr. Landers: We had a meeting today with Rita, we brought our team over. We gave the roles out that everyone would be doing on our side. Doris stays, supplement tasks with some people from our office; payables amongst other things. A tenant meeting will be held.
 - Trash, to approve entering into a two-year contract with Lawrence Waste of Holliston in the amount of \$18,840.00.
 - Motion by Commissioner Bowles, seconded by Commissioner Malone, it was voted to approve entering into a two-year contract with Lawrence Waste of Holliston in the amount of \$18,840.00 starting September 1, 2018.
 - **Vote: Unanimous**
 - Motion by Karen Bowles to certify the Certification of Top 5 Compensation form and Certification Year End Financial Statements, seconded by Tom Dumas
 - **Vote: Unanimous**
 - Motion by Karen Bowles to approve the Certification of Compliance & Notification Procedures for Federal/State Lead Paint Laws, seconded by Tom Dumas
 - **Vote: Unanimous**

Residents: There will be a tenant meeting to explain the transition, nothing is changing except Rita's seat in the office, everything else will stay the same. Tenants suggest camera at dumpster, illegal dumping. Concerned about sidewalks, as far as company is concerned they are done, completion and repairs to sidewalks unfortunately is another project. Tenants would like a welcome letter, newsletter. Tenants and board thanked Rita for all the work she has done, fabulous job.

Board Meeting date:

- The next regular board meeting is scheduled for September 19, 2018 @ 6:00 p.m.
- No further business to come before the board a: motion by Haley Fetrow to adjourn the meeting at 7:25 p.m. seconded by Karen Bowles
- **Vote: Unanimous**

A handwritten signature in black ink, appearing to be "D. Dumas", is located at the bottom right of the page.