

HOLLISTON HOUSING AUTHORITY
492 Washington Street, Cole Court
Holliston, MA 01746
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Regular Meeting Minutes of Holliston Housing Authority
Place: Community Room
Date: March 11, 2020
Time: 6:03 pm

1. Roll Call – Present Fred Bray
Anthony Damigella
Hayley Fetrow
Kevin Robert Malone
Absent Thomas Dumas

Others Present: Paul Landers, Janet Bibo, Andrew Piscatelli and 4 tenants

2. Minutes:

- Motion by Anthony Damigella to approve the minutes of February 12, 2020, seconded by Fred Bray
- **Vote: 4-0**

3. Account Payables Warrant:

- Motion by Kevin Robert Malone to approve the account payable warrants as of March 11, 2020, seconded by Fred Bray
- **Vote: 4-0**
 - a. January Financials –
 - b. It's official! AUP (Agreed-Upon Procedures) Report is clean for 2019

4. Old Business:

5. New Business

- a. Seeking board approval to enter into a contract with the low bidder for the deck renovation project at Cole Court.

Bid opening was delayed due to an addendum being issued

Upon vote, motion by Fred Bray, seconded by Anthony Damigella to approve entering into a contract with the low bidder for the deck renovation at Cole Court, not to exceed \$120,000.00; the ayes and nays were as follows:

Ayes

4

Nays

0

Paul spoke of Coronavirus; we are following protocol. Chris Pisano and Keegan Hersey will reach out to the board of health.

6. Other Business

a. Paul Landers:

- Septic project update
DHCD chose new leaching field which will be towards the street. Anticipated bid dated: end of May,
Generator out to bid for \$593,000 anticipated start time August 1st, we hope for July 1st as a start time. New furnace going in tomorrow. Prisoners are coming next month. Fire department received a grant new fire alarms going in.
Porches will be done before the septic.
- Discussion on possible table & chairs for community room
We will price new tables, chairs are not in the budget, we will also provide 2 folding tables.

b. Section 8 – Andrew Piscatelli attended meeting, went over lease-ups and process. The board would like us to use Framingham's Admin Plan. Update Admin Plan and provide a list of differences, changes.

c. Holliston Housing Development Corp.

7. Other appropriate Business to come before the board

- New copy Machine has been ordered, will be delivered in April

8. Residents

a. Guest WIFI discussion

Janet explained a guest WIFI it is not recommended; it could be breached. Its pricey and time consuming to get the level of equipment that would be needed. No guest WIFI.

Tenants spoke of Willow tree hanging, branches falling, Paul will have trimmed.

Tenants also spoke of the housing authority outside areas are for everyone's use, there are no individual sections they would like a flyer to go out, please keep outside areas clean of debris.

9. Next Board Meeting: April 13, 2020

- No further business to come before the board: motion by Anthony Damigella, seconded by Kevin Robert Malone, to adjourn the meeting at 6:57 pm
- **Vote: 4-0**

Respectfully Submitted



Paul O. Landers, Executive Secretary