

HOLLISTON HOUSING AUTHORITY
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Regular Meeting Minutes of Holliston Housing Authority
Place: Community Room
Date: March 10, 2021
Time: 6:01 pm

1. Roll Call – Present Fred Bray
Anthony Damigella
Thomas Dumas
Hayley Fetrow
Kevin Robert Malone
Others Present: Paul Landers, Janet Bibo, Andrew Piscatelli and 2 residents

2. Minutes:

- a. Upon roll call vote, motion by Commissioner Damigella, to approve the minutes of February 10, 2021 seconded by Commissioner Dumas.
Roll call vote: 5-0

3. Account Payables Warrant:

Upon roll call, motion by Commissioner Malone to approve the account payable warrants as of March 10, 2021, seconded by Commissioner Bray.
Roll call vote: 5-0

- a. Financials – January

4. Old Business:

None

5. New Business

- a. Motion to approve Amendment #10 to CFA 5001 in the amount of \$121,667.00, asbestos removal related to Cole Court mini split heat pumps.

Upon roll call, motion by Commissioner Damigella, seconded by Commissioner Dumas, it was voted to approve Amendment #10 to CFA 5001 in the amount of \$121,667.00, asbestos removal related to Cole Court mini split heat pumps; the ayes and nays were as follows.

Roll call vote: 5-0

- b. Seeking board approval on the substantial completion of the deck replacement project at Cole Court. All punch list items are complete.

Upon roll call, motion by Commissioner Malone, seconded by Commissioner Bray, it was voted to approve the substantial completion of the deck replacement project at Cole Court; the ayes and nays were as follows.

Roll call vote: 5-0

6. Other Business

a. Paul Landers:

- Septic project update
System will be tested on Friday with Board of Health. Once signed off on we will move into the next phase, paving, etc.,
- Heat Pump Grant update
Moving along, added insulation
- Roof project
3 roofs out back will start on the 17th, gutter replacement include in those 3 buildings. Trying to see if budget allows a few existing buildings in the front to have gutter replacement as well.

- b. Section 8: Andrew, had one person ported out and one person coming in. We are going to absorb them. That will take one of the three vouchers that is under leased. We had one person searching for quite a while, I have not heard from them. We will most likely issue 2 vouchers soon off the waiting list. Its hard not to extend vouchers right now with covid.

Haley, when do we have to reprocur Framingham Services for Section 8 or do we have to? Paul, I thought it was tied into Management Agreement coming up in August. Haley, it was separate at one point, I just want to make sure everything keeps moving forward.

c. Holliston Housing Development Corp

Tom, we only have 1 name right now. I have a call into a couple other people.

7. Other appropriate Business to come before the board

a. DHCD notice regarding Town Appointed Tenant Board Members

Hayley, this notice is relevant to the next open seat not the open seat that I am on the ballot for this year. There was a lot of questions that a lot of Towns had. On March 1st DHCD released an Addendum Number 1 (Frequently Asked Questions). Very first question asked was about the Spring 2021 election. It basically says if the seat that is up is the traditional seat, on the ballot, not because someone resigned that that seat should go forward with town election process. And that the next open seat would be the seat that is available for the tenant board member.

Our next open seat is 2023 which is Commissioner Dumas and Commissioner Malone. However, Commissioner Malone does not count because he is State appointed.

Paul, so the tenants have 2 years. We do not have an LTO. The decision when choosing to fill the Town Appointed Tenants Board Member is the Towns decision. Tenants at Local Housing Authorities with no LTO can submit their own names to the Town for consideration. When the time comes, we will post in the common areas and send a notice out to all tenants regarding the available seat and the process.

8. Residents

Jane and Cindy are here. Cindy, is there a possibility of us getting new furniture for the living room in the Club House, legs keep breaking off the couch and Kelvin keeps fixing. They are very old. Paul, if someone wants to take the lead and come to me with what you think you need; we will look into it and see the cost. Big long wait on furniture at this time. Cindy, Habitat for Humanity they donate. Will the light be put back on flag pole? Paul said yes. Cindy and Jane, so good to see all these things

getting done.

The tenants requested a vacancy report be part of the monthly meeting. Hayley agreed. We will have a vacancy report each month for now on.

Paul, we had our vaccine clinic, I feel it was successful, vaccinated about 45 had 90 ready to go. Many went elsewhere. It was well received, Keegan, Suzanne and Ryan did an excellent job. Marty from the Senior Center was there, it went over well. Tenants: you are doing a good job, all of you, we appreciate it.

9. Next Board Meeting: April 14, 2021

Maybe one more zoom and then live meeting in May.

- No further business to come before the board: Upon roll call vote, motion by Commissioner Bray, seconded by Commissioner Malone, to adjourn the meeting at 6:28 PM.
- **Roll call vote: 5-0**

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Paul O. Landers", written over a horizontal line.

Paul O. Landers, Executive Secretary