

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

Regular Meeting Minutes of Holliston Housing Authority
Place: Community Room
Date: July 14, 2021
Time: 6:03 pm

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

Others Present: Paul Landers, Janet Bibo

2. Election of Officers

Chair
Vice Chairman
Treasurer
Assistant Treasurer
Member

Upon roll call vote, motion by Commissioner Malone, seconded by Commissioner Dumas, it was voted that the current slate of officers as existing be voted for another year; current Officers/2021 as elected:

Chairman	Hayley Fetrow
Vice Chairman	Kevin Robert Malone (State Appointee)
Treasurer	Thomas Dumas
Assistant Treasurer	Anthony Damigella
Member	Fred Bray

the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
4	0

3. Minutes:

- a. Upon roll call vote, motion by Commissioner Malone, to approve the minutes of June 9, 2021, seconded by Commissioner Dumas.

Roll call vote: 4-0

4. Account Payables Warrant:

Upon roll call, motion by Commissioner Dumas to approve the account payable warrants as of July 14, 2021, seconded by Commissioner Malone.

Roll call vote: 4-0

- a. May Financials–

5. Vacancy Report – no vacancies

6. Old Business:

None

7. New Business:

- a. Motion to approve Management Service Agreement Amendment between Framingham Housing Authority and Holliston Housing Authority; The parties agrees that the original term of the Agreement is extended by 24 months until July 31, 2023.

Upon roll call, motion by Commissioner Malone, seconded by Commissioner Bray, the board voted to approve the Management Service Agreement Amendment between Framingham Housing Authority and Holliston Housing Authority; The parties agrees that the original term of the Agreement is extended by 24 months until July 31, 2023; the ayes and nays were as follows:

Ayes

Fred Bray
Thomas Dumas
Hayley Fetrow
Kevin Robert Malone

Nays

- b. Motion to approve new Contract with Milne, Shaw & Robillard, P.C.

Upon roll call, motion by Commissioner Dumas, seconded by Commissioner Malone, it was voted to approve new Contract with Milne, Shaw & Robillard, P.C.; the ayes and nays were as follows:

Ayes

Fred Bray
Thomas Dumas
Hayley Fetrow
Kevin Robert Malone

Nays

- c. Seeking Board Approval on Change Order #3 in the amount of \$3,737.50 on the Septic Replacement/ Repair at Cole Court.
 - a. This change order was to Install new loop detectors for Washington Street/Cole Court Traffic Control Lights that were damaged during construction.

Upon roll call, motion by Commissioner Bray, seconded by Commissioner Malone, it was voted to approve Change Order #3 in the amount of \$3,737.50 on the Septic Replacement/ Repair at Cole Court; the ayes and nays were as follows:

Ayes

Fred Bray
Thomas Dumas
Hayley Fetrow
Kevin Robert Malone

Nays

- d. Seeking Board approval on substantial completion for J.M. Shaw Construction Corp., Inc. on the Septic Replacement/ Repair at Cole Court.
- a. No punch list items

Upon roll call, motion by Commissioner Malone, seconded by Commissioner Bray, it was voted to approve substantial completion for J.M. Shaw Construction Corp., Inc. on the Septic Replacement/ Repair at Cole Court; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Fred Bray	
Thomas Dumas	
Hayley Fetrow	
Kevin Robert Malone	

- e. Seeking board approval on final completion for J.M. Shaw Construction Corp., Inc. on the Septic Replacement/ Repair at Cole Court.

Upon roll call, motion by Commissioner Malone, seconded by Commissioner Bray, it was voted to approve final completion for J.M. Shaw Construction Corp., Inc. on the Septic Replacement/ Repair at Cole Court; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Fred Bray	
Thomas Dumas	
Hayley Fetrow	
Kevin Robert Malone	

- f. Seeking board approval on Substantial completion for W.P.I. Construction, Inc. on the Cole Court Roof Replacement Project.

- a. No punch list items

Upon roll call, motion by Commissioner Bray, seconded by Commissioner Dumas, it was voted to approve Substantial completion for W.P.I. Construction, Inc. on the Cole Court Roof Replacement Project; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Fred Bray	
Thomas Dumas	
Hayley Fetrow	
Kevin Robert Malone	

- g. Seeking board approval on final completion for W.P.I Construction, Inc. on the Cole Court Roof Replacement Project.

Upon roll call, motion by Commissioner Bray, seconded by Commissioner Malone, it was voted to approve final completion for W.P.I. Construction, Inc. on the Cole Court Roof Replacement Project; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Fred Bray	
Thomas Dumas	
Hayley Fetrow	
Kevin Robert Malone	

8. Other Business

a. Paul Landers:

Family porches to be replaced - working on proposals for architects which DHCD will review, this will be an RCAT project. Spoke of speedbumps.

b. Section 8:

c. Holliston Housing Development Corp. - Tom continues to work on.

9. Other appropriate Business to come before the board

Net Metering Solar Agreement which was handed out at meeting will be discussed at the September meeting.


10. Residents Tenants spoke about the new furniture they have requested in the community room, the ice cream social meet and greet that the police department is putting on. Tenants also requesting new metal bookcases.

11. Next Board Meeting: August 11, 2021

- No further business to come before the board: Upon roll call vote, motion by Commissioner Bray, seconded by Commissioner Malone, it was voted to adjourn the meeting at 6:40 PM.

Roll call vote: 4-0

Respectfully Submitted



Paul O. Landers, Executive Secretary