

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: December 13, 2022
Time: 6:00 pm

- 1. Roll Call – Present** Fred Bray
Anthony Damigella
Carl Damigella
Thomas Dumas
Absent Hayley Fetrow
Others Present: Paul Landers, Janet Bibo and 5 tenants

2. Minutes:

- a. Upon vote, motion by Commissioner Thomas Dumas, to approve the November 7, 2022, minutes, seconded by Commissioner Carl Damigella.

Vote: 4-0

3. Account Payables Warrant:

Upon vote, motion by Commissioner Anthony Damigella to approve the Account Payable Warrants as of December 13, 2022; seconded by Commissioner Carl Damigella.

Vote: 4-0

4. Financials –

- 2023 Budget was approved by DHCD.
- Met with DHCD, concerns with reserves and if full time maintenance worker goes out on sick leave.
- DHCD's augmented operating reserve up to 35% - (amount of \$15,382.00). A one-time thing.
- Exemption of \$35,000 for maintenance coverage with stipulation that Holliston/Framingham must only use these funds for maintenance staff coverage and records must be kept showing funds spent and for what purpose. Holliston will be required to submit the documentation at year end for settle-up.

5. Vacancy Report

2 vacancies

6. Old Business:

Stair project at Family Housing: Change Order for concrete pad, basement stairs and revisions for site repairs. Job came out nice in the end.

7. New Business

- a. Motion to approve 2023 Payment Standards (Board vote).
Upon roll call vote, motion by Commissioner Thomas Dumas to approve the 2023 Payment Standards, seconded by Commissioner Carl Damigella.

Ayes

Nays

Fred Bray
Anthony Damigella
Carl Damigella
Thomas Dumas

- b. Seeking board approval on Change order #2 in the amount of \$15,000.00. for Kneeland Construction (Board vote).
This work includes the rebuilding of the remaining five (5) decks and stairs as per the revised architectural drawings and details dated 07/17/2022
Upon roll call vote, motion by Commissioner Anthony Damigella to approve Change order #2 in the amount of \$15,000.00. for Kneeland Construction, seconded by Commissioner Carl Damigella.

Ayes

Nays

Fred Bray
Anthony Damigella
Carl Damigella
Thomas Dumas

- c. Motion to approve Washer/Dryer Appliance Policy (Board vote)

Tabled until next month

8. Other Business

- a. Paul Landers:
- DHCD coming out, ARPA funds for common area floor project. Architect will be assigned.
- b. Section 8

9. Other appropriate Business to come before the board – None

10. Residents

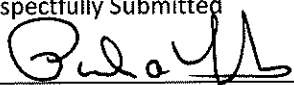
- Issues with black ice behind cars
- Tubs too high. No funding to fix problem.

11. Next Board Meeting: January 11, 2023

No further business to come before the board: Upon vote, motion by Commissioner Carl Damigella, seconded by Commissioner Anthony Damigella, it was voted to adjourn the meeting at 6:49PM.

Roll call vote: 4-0

Respectfully Submitted


Paul O. Landers, Executive Secretary