

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: February 8, 2023
Time: 6:02 pm

- 1. Roll Call – Present** Fred Bray
Anthony Damigella
Carl Damigella
Thomas Dumas
Hayley Fetrow, arrived at 6:04 pm
Others Present: Paul Landers, Janet Bibo and 3 tenants.

2. Minutes:

- a. Upon vote, motion by Commissioner Thomas Dumas, to approve the January 11, 2023, minutes, seconded by Commissioner Carl Damigella.
Vote: 4-0

Commissioner Fetrow arrived.

3. Account Payables Warrant:

Upon vote, motion by Commissioner Anthony Damigella to approve the Account Payable Warrants as of February 8, 2023; seconded by Commissioner Thomas Dumas
Vote: 5-0

4. Financials –

5. Vacancy Report

6. Old Business:

7. New Business

- a. Seeking board approval for Kneeland Construction on substantial completion for the Entry landings, stairs, and railings project (Board vote)
-All punch list items are complete

Upon vote, motion by Commissioner Thomas Dumas to approve Kneeland Construction on substantial completion for the Entry landings, stairs, and railings project; seconded by Hayley Fetrow; the ayes and nays were as follows:

Ayes
5

Nays
0

- a. Seeking Board approval for Kneeland construction on final completion for the entry landings, stairs, and railings project at a final cost of \$87,039.30 (Board vote)

Upon roll call vote, motion by Commissioner Hayley Fetrow to approve the final completion for entry landings, stairs, and railings project at a final cost of \$87,039.30, seconded by Commissioner Carl Damigella; the ayes and nays were as follows:

Ayes

Nays

Fred Bray
Anthony Damigella
Carl Damigella
Thomas Dumas
Hayley Fetrow

- b. Review of Annual Plan for Fiscal Year 2024. Will be brought forward for public comment and vote at the March 8, 2023, meeting.
- c. Motion to approve ARPA Contract for Financial Assistance (CFA) 4001 in the amount of \$115,067.00 for ARPA Formula Funding (Board vote)

Upon roll call vote, motion by Commissioner Thomas Dumas to approve ARPA Contract for Financial Assistance (CFA) 4001 in the amount of \$115,067.00 for ARPA Formula Funding; seconded by Commissioner Anthony Damigella; the ayes and nays were as follows:

Ayes

Nays

Fred Bray
Anthony Damigella
Carl Damigella
Thomas Dumas
Hayley Fetrow

8. Other Business

- a. Paul Landers:

Paul, spoke regarding purchasing new round tables in community room, one was purchased thus far to test it out.

Upon roll call vote, motion by Commissioner Thomas Dumas, seconded by Commissioner Anthony Damigella, to allocate from set aside funds an amount not to exceed \$4,500.00 to purchase 6 new round tables for the community room; the ayes and nays were as follows:

Ayes

Nays

Fred Bray
Anthony Damigella
Carl Damigella
Thomas Dumas
Hayley Fetrow

- b. Section 8

9. Other appropriate Business to come before the board –

- Discussion on smoking policy. After discussion it was agreed upon to send out a friendly reminder to tenants where smoking areas are.

10. Residents

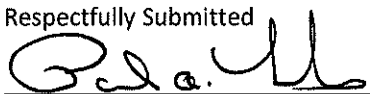
- Painting outside of budlings.
- New porch landings/flooring done by May.

11. Next Board Meeting: March 8, 2023

No further business to come before the board: Upon vote, motion by Commissioner Thomas Dumas, seconded by Commissioner Anthony Damigella, it was voted to adjourn the meeting at 6:48PM.

Roll call vote: 5-0

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'P. Landers', written over a horizontal line.

Paul O. Landers, Executive Secretary