

Seekonk Housing Authority  
April 6, 2023  
Minutes

A regular meeting of the Seekonk Housing Authority was held on April 6, 2023 at Seekonk Commons Community Room located at 25 Chappell Street, Seekonk MA. Chairman James Tusino called the meeting to order at 5:00 p.m.

I. Roll Call

Members Present: James Tusino, Claudette Lockwood, David Gault and Stephen Sprague

Members Absent: Irene Frechette

II. Minutes

David Gault made a motion to approve the minutes of March 2, 2023. Stephen Sprague seconded the motion. Voted 4-0.

III. Warrant

Stephen Sprague made a motion to approve Warrant #82 and #83 for the months of February and March 2023 as presented. Claudette Lockwood seconded the motion. Voted 4-0.

IV. Wage Match

David Gault made a motion to approve, acknowledgement and understanding of the Wage Match Program as presented. Claudette Lockwood seconded the motion. Approved 4-0.

V. Management Agent Report

A. Monthly Financial Statements. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the monthly Financial Statements for the period ending February 28, 2023.

B. Tenant Accounts Receivable Report. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the Tenants Accounts Receivable report for the period ending February 28, 2023.

C. Vacancy Report. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the Vacancy report for the period ending February 28, 2023.

VI. Capital Projects.

1. Exhaust Fan Project (#265056)

The Management Agent stated that there are no updates at this time.

2. Roof Replacement Project (#265057)

The Management Agent discussed with the Commissioners change order #2.

David Gault made a motion to approve Change Order #2 in the amount of \$7,569.87. Stephen Sprague seconded the motion. Approved 4-0.

The Management Agent included a Certificate of Substantial Completion and Certificate of Final Completion.

David Gault made a motion to approve the Certificate of Substantial Completion and Certificate of Final Completion. Claudette Lockwood seconded the motion. Approved 4-0.

3. Septic System Project (#265059)

The Management Agent stated that there are no updates at this time.

VII. Board Comments.

Chair Tusino reported on an overflowing dumpster that he came upon while doing a drive through. He indicated that he called the company and insisted that the dumpster be emptied. Maintenance Mechanic Bill Hughes also in attendance stated he called the company on multiple occasions to report the same. The dumpster ultimately was emptied.

VIII. New Business.

None.

IX. Old Business.

None.

X. Open Comments.

A Seekonk Commons tenant inquired about obtaining some mulch for the areas around the building. The Management Agent reported that this request can probably be honored due to the favorable budget situation.

A Seekonk Commons tenant inquired if interior hallways will once again be cleaned. The Management Agent said yes that is on the Spring list.

A Seekonk Commons tenant requested that when the Spring clean-up is conducted that the contractor be careful not to damage any tenant flowers and plants. The Management Agent stated he would relay the request.

A Seekonk Commons tenant requested that the gutters be looked at and any debris removed. The Maintenance Mechanic stated he could perform this task.

XI. Motion to Adjourn.

Stephen Sprague made a motion to adjourn the meeting at 5:16 p.m. David Gault seconded the motion. Voted 4-0.

Respectfully submitted,

  
Paul M. Dumouchel,

Management Agent

Seekonk Housing Authority