

Seekonk Housing Authority

June 1, 2023

Minutes

A regular meeting of the Seekonk Housing Authority was held on June 1, 2023 at Seekonk Commons Community Room located at 25 Chappell Street, Seekonk MA. Chairman Tusino called the meeting to order at 5:10 p.m.

I. Roll Call

Members Present: James Tusino, Claudette Lockwood and Stephen Sprague

Members Absent: David Gault and Irene Frechette

II. Minutes

Commissioner Sprague made a motion to approve the minutes of April 6, 2023. Commissioner Lockwood seconded the motion. Voted 3-0.

III. Warrant

Commissioner Lockwood made a motion to approve Warrant #85 for the month May 2023 as presented. Commissioner Sprague seconded the motion. Voted 3-0.

IV. 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 April 30, 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 April 30, 2023.

C. Vacancy Report. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the Vacancy report for the period ending April 30, 2023.

D. The Management Agent informed the Board and tenants that the hallways in all buildings have been cleaned. The Community room and restrooms will be cleaned once per month.

V. Capital Projects.

1. Exhaust Fan Project (#265056)

The Management Agent stated that asbestos testing to be conducted on Friday, June 2, 2023.

2. Roof Replacement Project (#265057)

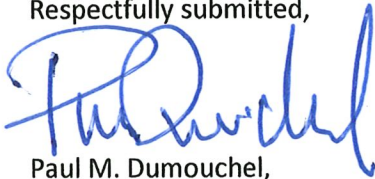
The Management Agent stated that the projects is ready to go out to bid. Presently discussing dates.

3. Septic System Project (#265059)

The Management Agent stated awaiting EOHLC (Executive Office of Housing and Livable Communities previously DHCD).

- VI. Write Offs.
Commissioner Sprague made a motion to approve the write off of uncollectable balances of \$4,328.00 in the 667 program and \$1,502.13 in the 705 program. Commissioner Lockwood seconded the motion. Approved 3-0.
- VII. Tenant Comments.
A Seekonk Commons tenant inquired as to the length of time the exhaust fan project. The Management Agent stated that the time would be specified in the contract once it is prepared.
- VIII. Board Comments.
Chair Tusino stated that the date for the Annual SHA tenant cookout will be Friday, July 21, 2023 at 5:00 p.m.
- IX. New Business.
None
- X. Old Business.
None.
- XI. Motion to Adjourn.
Commissioner Sprague made a motion to adjourn the meeting at 5:20 p.m. Commissioner Lockwood seconded the motion. Voted 3-0.

Respectfully submitted,



Paul M. Dumouchel,
Management Agent
Seekonk Housing Authority