

Seekonk Housing Authority  
September 1, 2022  
Minutes

A regular meeting of the Seekonk Housing Authority was held on September 1, 2022 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 and Stephen Sprague

Members Absent: David Gault and Irene Frechette

II. Minutes

Stephen Sprague made a motion to approve the minutes of August 2, 2022. Claudette Lockwood seconded the motion. Voted 3-0.

III. Warrant (July)

Stephen Sprague made a motion to approve Warrant #75 for the month of July 31, 2022 as presented. Claudette Lockwood seconded the motion. Voted 3-0.

Warrant (August)

Claudette Lockwood made a motion to approve Warrant #76 for the month of August 31, 2022 as presented. Stephen Sprague seconded the motion. Voted 3-0.

IV. Director's Report

A. Month End Financial Statements. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the Financial Statements for the period ending August 31, 2022. It was a very good month overall. There is not much to glean from only one month in a new fiscal year, but the Management Agent anticipates another strong year.

B. Tenant Accounts Receivable Report. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the Tenants Accounts Receivable report for the period ending August 31, 2022.

C. Vacancy Report. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the Vacancy report for the period ending August 31, 2022.

V. New Business.

None

VI. Old Business.

1. Management Agent discussed the statues of three state funded projects. All three are at the beginning phase with DHCD work orders being prepared and construction documents being submitted.

The three projects are:

- 265056 – Installation of bathroom and kitchen exhaust fans.

- 265057 – Roof replacement at the Metropolitan and School Street sites.
- 265059 – Septic System Replacement at Seekonk Commons.

2. Management Agent reported on follow up items from the August meeting. The “circle” has been weed whacked and is looking much better. A letter was sent to the Seekonk Post Office requesting a dedicated permanent letter carrier for the Seekonk Commons site. No response was received, so a follow up call was planned. No updates to report since the phone call. Management Agent will continue to contact them.

VII. Open Comments.

A Seekonk Commons Resident asked if there will be adequate ice melt for the winter? The Management Agent responded that he will be discussing this matter with Bill Hughes during the month of September.

A Seekonk Commons Resident asked how long the exhaust fan project will take. The Management Agent stated that as of now he does not know. Schedules will be discussed and agreed upon at the kickoff meeting.

The same Seekonk Commons Resident asked if the Exhaust Fan Project would be a winter project? The Management Agent stated that much will depend on the bidding schedule, as well as, supply availability. Chair Tusino stated that it could very well be a Spring project if any delays occur. The Management Agent stated that residents would not have to leave their units during construction.

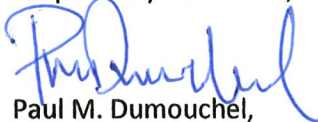
VIII. Final Board Comments.

Chair Tusino commented on the mailbox situation. They appear to be the original mailboxes. SHA Board Member Chris Zorra had planned to look into alternatives several years ago, but he had left the Board soon after. Residents commented that there should be a better way to receive package deliveries.

IX. Motion to Adjourn.

Stephen Sprague made a motion to adjourn the meeting at 5:20 p.m. Claudette Lockwood seconded the motion. Voted 3-0.

Respectfully submitted,



Paul M. Dumouchel,  
Management Agent  
Seekonk Housing Authority