

Seekonk Housing Authority
June 4, 2019
Minutes

A regular meeting of the Seekonk Housing Authority was held on June 4, 2019 at the Seekonk Commons Community Room located at 25 Chappell Street, Seekonk, MA. Chairman James Tusino called the meeting to order at 6:00 p.m.

I. Roll Call

Members Present: James Tusino, Claudette Lockwood and Stephen Sprague

Members Absent: David Gault

II. Minutes

Claudette Lockwood made a motion to approve the minutes of May 7, 2019 as presented. Stephen Sprague seconded the motion. Voted 3-0.

III. Warrant

Claudette Lockwood made a motion to approve the Warrant for the month of May 2019 as presented. Stephen Sprague seconded the motion. Voted 3-0.

IV. Director's Report

- A. Monthly Financial Statements. Paul Dumouchel, Executive Director reviewed with the Board of Commissioners the Monthly Financial Statements for the period ending April 30, 2019.
- B. Tenant Accounts Receivable Report. Paul Dumouchel, Executive Director reviewed with the Board of Commissioners the Tenants Accounts Receivable report for the period ending May 31, 2019.
- C. Vacancy Report. Paul Dumouchel, Executive Director reviewed with the Board of Commissioners the Vacancy report for the period ending May 31, 2019.
- D. Modernization Report.
 1. Window Replacement at Chappell/Ellis Street #265045. Claudette Lockwood made a motion to approve a Certificate of Substantial Completion for the Window Replacement project at 37 Chappell Street contingent on approval of the Regional Capital Assistance Team Project Manager. Stephen Sprague seconded the motion. Voted 3-0.

Claudette Lockwood make a motion to approve a Certificate of Final Completion for the Window Replacement Project at 37 Chappell Street contingent on approval of the Regional Capital Assistance Team Project Manager. Stephen Sprague seconded the motion. Voted 3 – 0.
 2. Roof Replacement #265048. The Executive Director reported that the kickoff meeting for 40-42 Ellis street and 35-37 Chappell Street was held on June 3, 2019.

3. Work Plan #5001 – Formula Funding. Stephen Sprague make a motion to authorize the Chairman to sign amendment #7 to the DHCD Contract for Capital Improvement Work Plan #5001 in the amount of \$260,710. Claudette Lockwood seconded the motion. Voted 3 – 0.
4. Sustainability Award #265050. The Executive Director reported that the Authority has been award a sustainability award in the amount \$45,000 for the replacement of exterior doors at our Family scattered sites.
5. Mini Asphalt Ramp. The Executive Director reported that the Authority is waiting for additional quotes for the mini ramps to be installed at Seekonk Commons.

V. Administrative.

1. The next meeting of the Seekonk Board of Commissioners will be held on August 6, 2019. The annual Seekonk Commons cookout will be on July 19, 2019.

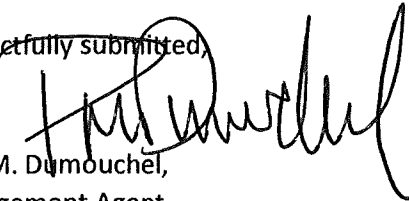
VI. Open Comments.

1. Tony Botelho asked about the drop ceiling in the Community Room at Seekonk Commons. The Executive Director stated that he would look into it. Mr. Botelho also asked for clarification on when the roof project will begin.
2. John Silvia asked about the sinks on the first floor and asked what could be done to prevent back-ups from the upstairs kitchens. Maintenance personnel Bill Hughes stated that there needs to be an access panel put in to be able to gain access to clean out the drains. The Executive Director said the Authority would look into getting that scheduled.
3. Suzanne Rocha asked if all the lines in the parking lots were going to be repainted at Seekonk Commons and if the residents would be notified. Bill Hughes stated that he just began repainting and that residents would be notified.

VII. Motion to Adjourn.

Claudette Lockwood made a motion to adjourn the meeting at 6:22 p.m. Stephen Sprague seconded the motion. Voted 3 - 0.

Respectfully submitted,


Paul M. Dumouchel,
Management Agent
Attleboro Housing Authority