

Seekonk Housing Authority

January 7, 2020

Minutes

A regular meeting of the Seekonk Housing Authority was held on January 7, 2020 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, David Gault and Stephen Sprague

Members Absent: None

II. Minutes

Claudette Lockwood made a motion to approve the minutes of November 5, 2019 as presented.

David Gault seconded the motion. Voted 4-0.

III. Warrant

Claudette Lockwood made a motion to approve Warrant #43 for the month of November 2019 as presented. Stephen Sprague seconded the motion. Voted 4-0.

Stephen Sprague made a motion to approve Warrant #44 for the month of December 2019 as presented.

Claudette Lockwood seconded the motion. Voted 4-0.

IV. Director's Report

A. Monthly Financial Statements. Paul Dumouchel, Executive Director reviewed with the Board of Commissioners the monthly Financial Statements for the periods ending November 30, 2019 and December 31, 2019.

B. Tenant Accounts Receivable Report. Paul Dumouchel, Executive Director reviewed with the Board of Commissioners the Tenants Accounts Receivable report for the periods ending November 30, 2019 and December 31, 2019.

C. Vacancy Report. Paul Dumouchel, Executive Director reviewed with the Board of Commissioners the Vacancy report for the periods ending November 30, 2019 and December 31, 2019.

D. Modernization Report.

1. Roof Replacement #265044. Paul Dumouchel, Executive Director stated that the roof replacement has been completed and a motion is needed to approve the Certificate of Final Completion.

Claudette Lockwood made a motion to approve the Certificate of Final Completion for DHCD Project #265044 – Replacement of the Community Room Roof at 25 Chappell Street. David Gault seconded the motion. Voted 4-0.

2. Fire Alarm Upgrade #265043. Paul Dumouchel, Executive Director stated that Laracy Electric Inc. was the lowest bidder with a base bid of \$239,300.00. A motion is needed to proceed in writing a contract for Laracy Electric Inc. so that they can proceed with the project.

Claudette Lockwood made a motion to authorize the contract officer to sign a contract with Laracy Electric Inc. for the Fire Alarm Upgrade DHCD Project #265043. David Gault seconded. Voted 4-0.

3. Capital Improvement Plan Years 2021-2025. Paul Dumouchel, Executive Director discussed several upcoming planned improvements to be financed through the Capital Improvement Plan Years 2021-2025.

Stephen Sprague made a motion to approve the Capital Improvement Plan as presented Years 2021-2025. David Gault seconded. Voted 4-0.

4. Formula Funding for Fiscal Year 2023. The Executive Director stated that the DHCD has awarded Seekonk Housing Authority \$121,765 in Formula Funding for Fiscal Year 2023.

V. Administrative.

1. The next meeting of the Seekonk Board of Commissioners will be held on February 4, 2020.

VI. New Business

1. Paul Dumouchel, Executive Director stated that Seekonk Commons will hold a wellness clinic, open to all Seekonk Commons residents on Thursday, January 16th at 1 p.m. in the Community Room.

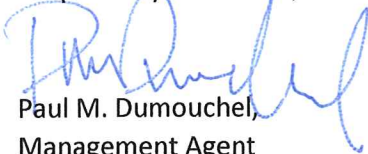
VII. Open Comments.

1. A Seekonk Commons resident asked if there is a possibility of a coop copy/fax machine for the Community Room as some residents do not have transportation to go off Seekonk Commons property. The Executive Director stated that it can certainly be researched to see what options may be available.
2. A Seekonk Commons resident thanked the Board of Commissioners and the Executive Director for his new carpeting.
3. A Seekonk Commons resident stated that there is a trip hazard on the walkway to the right of the main entrance. There is a gap in the asphalt where the walkway and the sidewalk meet. The Executive Director will have the Maintenance Director look at the gap to devise a plan to correct the issue.

VIII. Motion to Adjourn.

David Gault made a motion to adjourn the meeting at 6:10 p.m. Claudette Lockwood seconded the motion. Voted 4-0.

Respectfully submitted,



Paul M. Dumouchel,
Management Agent
Attleboro Housing Authority