

Seekonk Housing Authority

June 1, 2021

Minutes

A special meeting of the Seekonk Housing Authority for the Annual Plan Public Hearing was held on June 1, 2021 at 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

Stephen Sprague made a motion to approve the minutes of April 6, 2021. David Gault seconded the motion. Voted 4-0.

III. Warrant

David Gault made a motion to approve Warrant #61 for the month of May 31, 2021 as presented. Claudette Lockwood seconded the motion. Voted 4-0.

IV. Director's Report

A. Monthly Financial Statements. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the monthly Financial Statements for the period ending May 31, 2021

B. Tenant Accounts Receivable Report. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the Tenants Accounts Receivable report for the period ending May 31, 2021

C. Vacancy Report. Paul Dumouchel, Management Agent reviewed with the Board of Commissioners the Vacancy report for the period ending May 31, 2021. Paul Dumouchel, Management Agent stated currently we have three vacancies.

E. Modernization Report.

1. Fire Alarm Upgrade #265043. Paul Dumouchel, Management Agent stated that the Fire Alarm Upgrade is complete. There are punch list items that are being completed at this time.

2. Sustainability Door Project #265050. Paul Dumouchel, Management stated that this job is substantially complete and they are currently working on the punch list items.

Claudette Lockwood made a motion to approve the Certificate of Substantial Completion for project #265050. Stephen Sprague seconded the motion. Voted 4-0.

3. Window Replacement #265054. No update.

V. Administrative.

1. The next meeting of the Seekonk Board of Commissioners will be held on July 6, 2021.

VI. New Business

The Annual Seekonk Commons Cookout has been tentatively scheduled for Friday, July 16th. A flyer will be posted once the board members confirm attendance.

VII. Old Business

1. Paul Dumouchel, Management Agent stated that all COVID restrictions have been lifted as of May 29, 2021. Residents were advised that if they have been financially impacted due to COVID to reach out the main office as there are several programs to help assist with payments for past due rent.

VIII. Open Comments.

A Seekonk Commons resident stated that there is smoking going on inside the buildings and it is offensive to the non-smokers. Paul Dumouchel, Management Agent stated that he will do a Robocall to all residents to remind them that there is no smoking in any of the Seekonk Commons buildings.

A Seekonk Commons resident stated that the dumpster is being filled late at night and it is believed they are not Seekonk Commons residents.

A Seekonk Commons resident stated there are four trees and the roots are exposed. There is concern about them falling down and damaging the resident's car. Paul Dumouchel, Management Agent stated that they will inspect the trees to determine their status.

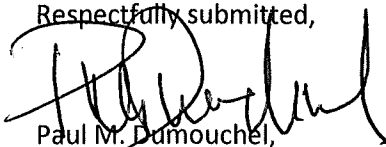
A Seekonk Commons resident inquired if there any way to stop non-residents from biking and skate boarding through the property. Paul Dumouchel stated that he will investigate additional signage.

A Seekonk Commons resident stated they are having issues with other resident's guests parking in their assigned parking spots. Paul Dumouchel, Management Agent stated he can make a Robocall to remind residents that they need to police where their guests are parking to try and stop the issue.

IX. Motion to Adjourn.

David Gault made a motion to adjourn the meeting at 6:34 p.m. Stephen Sprague seconded the motion. Voted 4-0.

Respectfully submitted,



Paul M. Dumouchel,
Management Agent

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