

Hopedale Housing Authority
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Hopedale Housing Authority
MINUTES – May 11, 2023
116 Hopedale Street, Community Room

The Regular Monthly Board meeting was held on May 11, 2023 at 4 P.M. in the Rec. Hall.

Present: Jason MacDonald, Michael Colainni, David Guglielmi.

Absent: Amy Burns, Karlene Alger

Others: Katherine E. Consigli

The Meeting Minutes from April 13, 2023 were approved by board vote, Motion made by M. Colainni, seconded by, D. Guglielmi, all in favor. Monthly disbursement of bills paid after April 17 to May 11, 2023. Motion made by M. Colainni to approve payment of bills, seconded by D. Guglielmi.. All voted in favor

Motion made by M. Colainni, seconded by D. Guglielmi, to approve the fee accountant reports, Balance Statement for March, Quarterly report ending 3/31/2023, Modernization cost report ending 3/31/2023. All voted in favor

Public Comments: None

Vacancy/wait list was discussed, we have 4 vacant units. These unit have all been offered.

New Business:

Egress ramp and drywells was supposed to start on Monday, May 8st, contractor was having a problem getting a small digger and some supplies.

A change order was submitted for Door hardware \$4825.00 and 4 below grade, 3'bollards galvanized 4'heavy duty for 7910.00 for a total of \$12,735.00. Motion made by M. Colainni, seconded by D.

Guglielmi, all voted in favor.

Audit was completed we had three findings, 1) no director contract, 2) two tenants didn't receive 30 days' notice and 3) tenant bank interest was not calculated at 1%. Response from the housing authority was that the Director does not want a contract, the two tenants did not submit their paperwork on time and were told they would not receive 30 days' notice and the tenant bank interest was not calculated @1% because we took the smaller interest amount.

The Audit fee went up to \$4,500.00 set by DHCD.

The Griffin hallways project is waiting to go out to bid.

Building 118 roof replacement is waiting to go out to bid, since the roof was covered in tarp, we have had no water issues, I have rented this unit.

Maintenance has painted a yellow line on the top step of all the buildings, because tenants are not seeing the end of the step.

Debra Tuck, gave notice to leave her position effective July 3, 2023, so I will be posting an ad, she has agreed to train the new person.

Still looking to fill the maintenance position.

Plumber will be shutting the water down in Griffin on Tuesday, May 16 to put valves on the kitchen and bathroom faucets in building 116, he will be shutting down the water in Dennett on Tuesday, May 23 to put valves on the bathroom's faucets in the Dennett Laundry room., the hot water temperature was very hot and these are common areas, so now we can adjust the hot water temperature.

The public hearing for our Annual Plan will be held on June 8, 2023 at 4 PM at our regular meeting, we will need a quorum.

Next meeting will be June 8, 2023 at 4 P.M.

Motion made by D. Guglielmi and seconded by M. Colainni to adjourn
Meeting adjourned at 4:22P.M.

Respectfully submitting

Approved

Katherine E. Consigli
Executive Director