

Hopedale Housing Authority
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Hopedale Housing Authority
MINUTES – November 9, 2023
116 Hopedale Street, Community Room

The Regular Monthly Board meeting was held on November 9, 2023 at 4 P.M. in the Rec. Hall.

Present: Jason MacDonald, Michael Colaianni, Karlene Alger, Amy Burns

Absent: David Guglielmi

Others: Katherine E. Consigli, Daniel Robillard

The Meeting Minutes from October 12, 2023 were approved by board vote, Motion made by A. Burns, seconded by, M. Colaianni, all in favor. Monthly disbursement of bills paid after October 12 to November 9, 2023. Motion made by M. Colaianni to approve payment of bills, seconded by K. Alger. All voted in favor.

Motion made by M. Colaianni, seconded by A. Burns, to approve the fee accountant reports, Balance Statement for September, Quarterly report ending 9/30/2023, Modernization cost report ending 9/30/2023, TAR report ending 9/30/202, FYE top 5 compensation form. All Board members voted in favor.

Dan Robillard from Milne, Shaw & Robillard fee accountant discussed the FY end reports and the FY 2024 budget, the ED salary calculation worksheet he went over each account. Motion was made by K. Alger, seconded by M. Colaianni, to approve the FY 2024 budget and Executive Director Salary calculation worksheet. All Board members voted in favor.

Public Comments: None

Vacancy/wait list was discussed, we have 3 vacant units, and two have been offered, both first floor units.

New Business:

Griffin hallway floor replacement bids came in JC Flooring Covering Co., Inc submitted a bid for \$135,666.00, they were the low bidder. Motion by A. Burns, seconded by K. Alger to award the bid to JC Flooring Covering Co., Inc, pending positive reference checks by DHCD and others involved in the checking.

Griffin roof replacement, building 118, started on Monday, November 6, 2023; they did not find any water damage on the roof.

Motion by M. Colaianni, seconded by K. Alger to approve final completion payment to K & G remodeling Inc in the amount of \$3,494.25 for 2nd egress ramp. all voted in favor.

Still waiting for final completion on the boiler project with Byors Mechanical.

Maintenance has removed the hoses and boxes, cleaned out the flower pots and around the memorial stone, covered the a/c units in Griffin, filled and set out the sand buckets in preparation for winter, the truck has been serviced and we have two shovelers ready.

Maintenance has replaced the batteries in all the Griffin thermostats unit. Next week he will be replacing Dennett batteries and cleaning the heat pump filters.

We will be replacing 5 exterior lights on the Dennett porches, RCAT is working on this project they need to be on a timer. The fixtures will have led bulbs.

Anastas Lock and Safe has been working on the Dennett laundry doors, needs to replace the automatic box.

Charles Martino will be off November 21, 22, 24, (23 holiday) and off December 6, 20, 21, 22, 26 (25 holiday) medical.

Keane Fire and Safety inspected all the fire extinguishers today, November 9th; all were working and in good condition. All have been tagged for this year's inspection.

Next meeting will be December 14, 2023 at 4 P.M.

Motion made by A. Burns and seconded by M. Colaianni to adjourn.

Meeting adjourned at 5:12 P.M.

Respectfully submitted,

Katherine E. Consigli
Executive Director