

Hopedale Housing Authority
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Hopedale Housing Authority
MINUTES – December 14, 2023
116 Hopedale Street, Community Room

The Regular Monthly Board meeting was held on December 14, 2023 at 4 P.M. in the Community Room.

Present: Jason MacDonald, Michael Colaianni, Amy Burns, David Guglielmi

Absent: Karlana Alger

Others: Katherine E. Consigli

The Meeting Minutes from November 9, 2023 were approved by board vote, Motion made by A. Burns, seconded by, M. Colaianni, all in favor. Monthly disbursement of bills paid after November 9th to December 14, 2023. Motion made by A. Burns to approve payment of bills, seconded by M. Colaianni.

All voted in favor

Motion made by M. Colaianni, seconded by A. Burns, to approve the fee accountant report, Balance Statement for October. All in favor.

Public Comments: None

Vacancy/wait list was discussed, we have no vacant units.

New Business:

Waiting for paperwork for final completion for the ramp project.

Waiting for paperwork for final completion on the boiler replacement project.

Griffin hallway flooring project #138045, waiting for a notice to proceed meeting to start the project.

JMG Refrigeration has two more units to clean, which are scheduled for December 20th to be done, we had four units from the annual inspection that needed to be cleaned.

We have been attending zoom Champ training classes, DHCD has been making modifications.

I am preparing for our annual PMR, this will be an unpublished year.

Preparing for our Annual Plan, with Beth Thompson.

I signed an engagement letter with Lisa Fallon who will be doing our annual audit, this will be the last year I can use Lisa Fallon, per DHCD 5-year contract with the same auditor.

New maintenance is Donald Pirie, he will start January 2, 2024. For now, I will only be doing emergency work orders, light bulbs can wait they have plenty of lights if one bulb goes out.

I will be sending out notices for the annual rent determination. New amounts start April 1, 2024.

Members received the new schedule of monthly board meeting for 2024.

Members are reminded that they must complete the Board Members Training, online and they can print out a copy of completion.

Next meeting will be January 11, 2024 at 4 P.M.

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

Meeting adjourned at 4:20 P.M.

Respectfully submitting

Katherine E. Consigli
Executive Director