

**REGULAR MEETING**

January 25, 2017

*MINUTES*

20 South Washington 6:00pm

ROLL CALL Present **Christine Sullivan, Jerilyn Alexander, Laurie Downing, Rick Leco**

**Absent: (none) position is vacant.**

**Also Present: Dan Ouellette, and North TV**

CONSENT AGENDA

**1. MINUTES**

- Regular Meeting – November 8, 2016
- Special Meeting November 25, 2016
- Executive Session November 25, 2016

**2. FINANCIALS**

Balance Sheets- Reports for October, November, and December 2016  
FY 2017 Budget has been approved, as of December 27, 2016

**3. MODERNIZATION/FORMULA FUNDING:**

- Door Locks at South Washington (FISH 197096)  
Notice to Proceed was issued October 25<sup>th</sup> .  
Installation begins Jan 23.
- Hallway flooring and painting at Elm Terrace (FISH 197092)  
Notice to Proceed was issued December 19<sup>th</sup> .  
Fourth Floor Led Abatement and Hallway prep begins Jan 24.
- Windows at Elm Terrace (FISH 197090)  
Notice to Proceed was issued December 19<sup>th</sup> .  
First window was installed Jan 11<sup>th</sup> (YEA!!!)

**4. MONTHLY REPORTS**

- Check Register November & December 2016
- Leased Housing Report November & December 2016

**5. TENANT ASSOCIATIONS:**

All three Tenant Organizations approved the proposed Grievance Officer Candidates.

**6. OLD BUSINESS**

**Motion to Approve/ Accept the Consent Agenda items by: J. Alexander**  
**Second: G. Paton Vote: Unanimous In Favor (IF)**

**BUSINESS AGENDA**

**NEW BUSINESS**

**A. CIP Funding Adjustment --- Need Board approval to accept the Amendment**

to add \$6,252 for asbestos testing & remediation at Elm Terrace.

Motion by: R. Leco Second: J. Alexander Vote: Unanimous IF

**B. Request Board Authorization to add these projects to the CIP (as identified by DHCD inspections):**

- Entry Floor replacement at Circle Court (667- 1 ) -- 52 entries est. \$18,164
- Kitchen Faucet replacements at Circle Court (667-1) – 104 units est. \$40,740
- Entry door painting at Circle Court (667-1) --- 52 doors est. \$9,555

All three of these are identified by DHCD inspections on November 21-23, 2016.

Attached is the Circle Court LTO approval of these new projects.

Motion by: R. Leco Second: J. Alexander Vote: Unanimous IF

**C. Request Board authorization to appoint two Hearing Officers:**

Monique Bergeron, E.D. of Bellingham Housing Authority, and  
Andrea Downey, E.D. of Norton Housing Authority

Attached are the respective LTO approvals.

Motion by: R. Leco Second: J. Alexander Vote: Unanimous IF

D. Request authorization to put out IFB **AND PURCHASE** new plow / travel vehicle (Budgeted for 2017)  
Motion by: J. Alexander Second: G. Paton Vote: Unanimous IF

E. REPORT -- BOTH Audit and AUP for FY 2016 are progressing with no issues anticipated.

F. Request authorization to sign Fenton Ewald contract (annual).  
Motion by: R. Leco Second: G. Paton Vote: Unanimous IF

G. Any other Business as Commissioners see fit.

H. Authorize E.D. to sign Certificate for Completion for FISH 197096 and 197092  
Motion J. Alexander Second: G. Paton Vote: Unanimous IF

I. Public Comment

J. Adjournment  
Motion by: G. Paton Second: J. Alexander Vote: Unanimous IF

Executive Session : none
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Next Meeting February 21, 2017 (Tuesday 6pm)