

REGULAR MEETING

October 16, 2018

MINUTES

204 Elm Street (C O A)

6:00pm

Present: Christine Sullivan, Rick Leco , Gloria Paton, Colleen Scott & Joan Liljander

Absent:

Also Present: Dan Ouellette

CONSENT AGENDA

- 1. **MINUTES**
Regular Meeting – September 18, 2018
- 2. **FINANCIALS**
Financial Reports September 2018 __-- delayed for November meeting
- 3. **MODERNIZATION/FORMULA FUNDING**
CIP Plan - update Roofing at Circle Court
- 4. **MONTHLY REPORTS**
Conventional Housing
- 5. **TENANT ASSOCIATIONS:**
Circle Court and S. Washington Tenant Organizations are progressing.
- 6. **OLD BUSINESS**

Motion to Approve/ Accept the Consent Agenda items by: J. Liljander
Second: C. Scott **Vote: Unanimous**

BUSINESS AGENDA NEW BUSINESS

- A. E.D. request Board authorization to extend Lease from One year to Three years (see request).
Motion: J. Liljander Second: C. Scott Vote: Unanimous
- B. E.D. requests authorization to extend his vacation time allowance. Current balance is 230 hours (31 days) but Personnel Policy limit is 25 days max. Project workload and staff shortage are demanding. In discussion commissioner agreed to follow up in one year for status.
Motion: C. Scott Second: J. Liljander Vote: Unanimous
- C. E. D. requests Board authorization to implement PMR Plans:
 - 1. Routine Maintenance Plans
 - 2. Preventative Maintenance Plans
 - 3. Inspection Schedules

The plans presented today are for three properties (S. Washington, Circle Court, Elm Terrace). The same formats will be adopted for Hope Street, Clifton, Smith/Falmouth, and Goldie/. Jefferson. These are “working documents”, intended for update as needed.
 Motion: Second: Vote:
- D. E.D. informs the Board of MA State Budget status: Guidelines are in DHCD Deadline is relaxed (email date 10/04/2018) Budget work will begin October 17th and should be ready for Board at the November meeting.
- E. Public Comment
- F. Any other Business as Commissioners see fit.
- K. Adjournment

Motion: Second: Vote:

Next meeting is November 13 ??? (Third Tuesday is Thanksgiving week.)
December 11 or 18 ?

Executive Session : none

