

Avon Housing Authority

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TOWN OF AVON

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TOWN CLERK

MINUTES REGULAR MONTHLY MEETING October 7, 2015 5:00 P.M.

The Avon Housing Authority held its regular monthly meeting on Wednesday, October 7, 2015 at 5:00 p.m. at the office of the Housing Authority, 1 Fellowship Circle, Avon, MA. Chairman Jensen called the meeting to order at 5:00 p.m.

Board Members Present:

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|-----------------|---------------------|
| M. Janet Jensen | Chairman |
| Judy Laniewski | Vice Chairman |
| Sonya Mahoney | Assistant Treasurer |

Board Members Absent:

| | |
|---------------|-----------|
| Jo Holmes | Treasurer |
| John Sullivan | Clerk |

Others Present:

| | |
|------------------|--------------------|
| Sherry Guilbault | Executive Director |
| Louis Minchello | Resident |

Guests/Tenants:

None

Board members reviewed the Maintenance Report.

The following items were tabled:

Approval of the Minutes of the Regular Meeting of September 9, 2015
Approval of the Minutes of the Special Meeting of September 17, 2015

M/Laniewski, S/Mahoney. Motion to accept the 667 vouchers through October 7, 2015. Unanimous vote, motion passed.

M/Laniewski, S/Mahoney. Motion to accept the Executive Director's time sheets as presented through October 2, 2015. Unanimous vote, motion passed.

Vacancy and lease activity since the last Board Meeting:

| | |
|-----|---|
| 3B | Vacant 8/5/15 – Deceased – Offer refused, 2 nd offer 10/1/15 |
| 13B | Vacant – 9/1/15 – Deceased – Offered 10/5/15 |

Work Plan #018027 VCT and Stair Tread Replacement

Sherry Guilbault attended a SMEDA meeting on Friday, September 18, 2015 in Raynham. Topic was: Deferred Compensation. Eileen Neubert, Retirement Counselor, for the Mass SMART Plan was the guest speaker.

Sherry Guilbault to attend a SMEDA meeting on Friday, October 23, 2015 in Raynham. Topic is: Employee Ethics. Regional Attorney Patricia Grace will be the guest speaker.

Executive Director New Hours & Salary. Effective October 5, 2015 the Executive Director will be working 20 hours per week, instead of 24 hours per week.

MassNAHRO 2015 Fall Conference November 16th & 17th. Sherry Guilbault, Janet Jensen and Judy Laniewski will be attending.

M/Laniewski, S/Mahoney. Motion to place a half page advertisement in the MassNAHRO 2015 Fall Conference Program Book. Unanimous vote, motion passed.

The Housing Authority received a \$60.54 Settlement Check from a class action lawsuit with vendor Sexuaer. Board agreed to deposit the check.

A letter was sent to the Board of Selectmen on September 21, 2015 in regards to the possible vacancy on the Housing Authority Board. Sherry will reach out to the family of Jo Holmes for her status.

The new maintenance mechanic started employment on September 28, 2015.

The Director discussed she would like to look into contracting out snow removal. The Board agreed.

Edmund Boggs Retirement Party is in the works and will be held on October 19, 2015 at 1:00 pm.

Janet Jensen brought up she would like the Executive Director to look into Solar panels, Security Cameras for the Community Room and Laundry room and possibly around the development. Janet also asked the status of Veteran's housing. The Director has not looked into the possibility of veteran's housing since it was tabled in 2012.

Janet asked the status of Avon Housing possibly merging with Taunton and/or Stoughton Housing. The Director said she would provide them with a sample management agreement from Taunton Housing at the next meeting.

M/Laniewski, S/Mahoney. Motion to accept the Executive Director's Report as presented. Unanimous vote, motion passed.

Old Business:

Veteran's Housing to be kept tabled until a future meeting.

New Business:

M/Laniewski, S/Mahoney. Motion to accept the Operating and Balance Statements for August 2015 as presented. Unanimous vote, motion passed.

Sherry discussed we are still waiting for approval of the low bidder for DHCD Project# 018027, VCT and Stair Tread Replacement. Once we receive DHCD's approval we may have to hold a special meeting to approve.

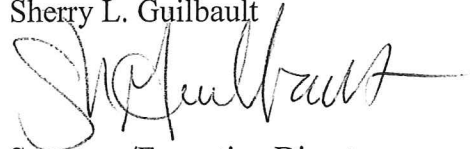
The Board would like Sherry to have a "No Smoking" Policy ready to discuss and possibly adopt at the next Board Meeting.

M/Laniewski, S/Mahoney. Motion to adjourn meeting at 6:14 p.m. Unanimous vote, motion passed.

Next Regular Meeting is scheduled for Tuesday, November 3, 2015 at 5:00 p.m.

Respectfully submitted,

Sherry L. Guilbault

A handwritten signature in dark ink, appearing to read "Sherry L. Guilbault", written over a horizontal line.

Secretary/Executive Director