

# *Avon Housing Authority*

One Fellowship Circle \* Avon, MA 02322  
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## MINUTES REGULAR MONTHLY MEETING January 16, 2018 5:00 P.M.

The Avon Housing Authority held a regular meeting on Tuesday, January 16, 2018 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:

M. Janet Jensen	Chairman
Judy Laniewski	Vice Chairman
Kevin Edwards	Member
Louis Minchello	Member

### Board Members Absent:

None

### Others Present:

Sherry Guilbault	Executive Director
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### Guests/Tenants:

None

Sherry Guilbault read the maintenance report.

**M/Edwards S/Laniewski.** Motion to approve the Minutes of the Regular Meeting of December 12, 2017. Unanimous vote, motion passed.

**M/Laniewski S/Edwards.** Motion to approve the 667 vouchers through January 16, 2018. Unanimous vote, motion passed.

### Executive Director's Report:

Vacancy and lease activity since the December 12, 2017 Board Meeting:

20	Vacant – 10/4/17 – Deceased – Leased 12/1/17
19A	Vacant – 12/4/17 – moved out - Offered
11B	Vacant – 12/12/17 - Transferred

Sherry Guilbault attended a SMEDA meeting on December 20, 2017.

Sherry Guilbault will be attending a SHADO Meeting on January 23, 2018 in West Bridgewater. Topic is: Emergency Management Plan Policies.

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Sherry Guilbault discussed the National Grid Residential Multifamily Energy Efficiency Program/RISE Engineering Contract.

**M/Minchello S/ Edwards.** Motion to approve the National Grid Residential Multifamily Program Customer Contract as presented. Unanimous vote, motion passed.

Resident Board Member Training in Franklin, January 20<sup>th</sup> & February 3<sup>rd</sup>. Louie Minchello is registered and attending.

Guyder, Hurley to conduct Avon Housing Authority's AUP Audit on February 8, 2018.

Sherry Guilbault discussed the MassNAHRO Tenant Board Member in Towns Survey. The Board jointly answered the survey questions and Sherry Guilbault will submit them online.

Next Board Meeting will be Tuesday, February 6, 2018. Salary schedule and budget guidelines are out so this meeting may have to be changed to accommodate the fee accountant.

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

New Business:

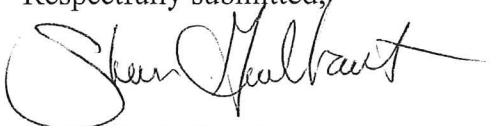
**M/Edwards, S/Laniewski.** Motion to accept the Operating and Balance Statements for November 2017. Unanimous vote, motion passed.

The Board would like Sherry Guilbault to touch base with Gene at the Council on Aging regarding holding luncheons/functions at the Avon Housing Authority Community Room.

**M/Minchello, S/Laniewski.** Motion to adjourn meeting at 5:56 p.m. Unanimous vote, motion passed.

**Next Board Meeting is scheduled for Tuesday, February 6, 2018 at 5:00 pm.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Sherry Guilbault', written over a horizontal line.

Sherry L. Guilbault  
Secretary/Executive Director