

Avon Housing Authority

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TOWN OF AVON
2020 FEB 24 P 3:42
TOWN CLERK

MINUTES REGULAR MONTHLY MEETING September 24, 2019 5:00 P.M.

The Avon Housing Authority held a regular meeting on Tuesday, September 24, 2019 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
Kevin Edwards	Vice Chairman
Judy Laniewski	Treasurer
Debra Copeland	Clerk

Board Members Absent:
None

Others Present:

Sherry Guilbault	Executive Director
Gen Mazzella	Director, Avon Council on Aging

Guests/Tenants:
None

The Board welcomed Gene and skipped to New Business. Gene discussed that he would like to work the Avon Housing Authority to have their outreach coordinator on site possibly once a month to work with residents. Sherry discussed she would like to hold a regular scheduled luncheon for all Avon Senior Citizens at the Community Room and staff and Board members could help. Discussed holding future events with the COA at our Community room and possibly arranging transportation to St. Michaels church and the Baptist Church on the second Saturday of each moth for the Mass at St. Michaels at 4:00 and the Ham and Bean Dinner at 5:00 pm. Sherry will send out a memo to residents to survey their interest. Gene left the meeting at 5:30 p.m.

Sherry presented the maintenance report as written by Derek Adams.

The Regular Meeting Minutes of August 20, 2019 were tabled until the next meeting.

M/Edwards, S/Laniewski. Motion to accept the Vouchers through September 24, 2019. Unanimous vote, motion passed.

Executive Director's Report

Vacancy and lease activity since the August 20, 2019 Board Meeting:

12 Vacant – 9/1/19 – Moved to Nursing Home – poor condition

Sherry attended a SHADO Board Meeting on August 22, 2019 in Norton.

Sherry and Derek Adams attended a SMEDA Meeting on September 18, 2019 in West Bridgewater. Topic was: Workplace Safety and Health Program. Guest speaker was David Matosky, Operation's Director for First American Insurance.

Sherry will be attending a CHAMP Steering Committee Meeting in Boston on Thursday, September 26, 2019.

The Avon Housing Authority's Facility Assessment will be conducted on Monday, September 30, 2019.

Sherry met with May and Molly from RCAT regarding the hallway painting project on Thursday, September 19, 2019.

Budget Guidelines came out September 16, 2019. There is a 10% increase in ANNUEL and 3% increase for administrative staff, plus \$200 per unit (\$14,000) for extraordinary maintenance. Sherry and the Board discussed using this money to rehab the Community room kitchen and apartment turnovers and there is a tech allowance of \$5,000.00. The Board asked if the tech money could be used for more cameras and Sherry will look into it.

Fall Conference November 17th-19th, 2019 at the Marriott in Quincy. Sherry Guilbault will be attending and Janet and Judy will be attending on Monday, November 18, 2019.

Advertisement in the MassNAHRO Program Book – half page is \$50.00.

M/Edwards, S/Copeland. Motion to place a half page advertisement in the MassNAHRO Fall Program Book. Unanimous vote, motion passed.

Next Board Meeting will be determined at a later date.

Next Board Meeting to be determined at a later date.

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

M/Laniewski, S/Jensen. Motion to accept the Operating and Balance Statements for July and August 2019. Unanimous vote, motion passed.

M/Edwards, S/Laniewski. Motion to adjourn meeting at 6:15 p.m. Unanimous vote, motion passed.

Respectfully submitted,



Sherry L. Guilbault
Secretary/Executive Director