

Avon Housing Authority

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

MINUTES
REGULAR MONTHLY MEETING
December 4, 2019
12:00 P.M.

The Avon Housing Authority held a regular meeting on Wednesday, December 4, 2019 at 12:00 p.m. at the office of the Housing Authority, 1 Fellowship Circle, Avon, MA. Chairman Jensen called the meeting to order at 12:01 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
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Guests/Tenants:

None

Sherry presented the maintenance report as written by Derek Adams.

The minutes of the August and September 2019 meeting were approved at the October meeting. The Board agreed to table the October 2019 Regular meeting minutes until next month.

M/Laniewski, S/Copeland. Motion to accept the minutes of the Regular Board Meeting, November 4, 2019 as presented. Unanimous vote, motioned passed.

M/Laniewski, S/Edwards. Motion to accept the minutes of the October 7, 2019 Regular Board Meeting, and November 13, 2019 Special Board Meeting as presented. Unanimous vote, motioned passed.

M/Laniewski, S/Edwards. Motion to approve the October 2019 Operating & Balance Statements as presented. Unanimous vote, motioned passed.

M/Edwards, S/Laniewski. Motion to accept the Vouchers through December 4, 2019. Unanimous vote, motion passed.

Executive Director's Report:

Vacancy and lease activity since the November 4, 2019 Board Meeting:

19D Vacant – 11/1/19 – Family-
8A Vacant – 11/1/19 – Nursing Home
22D Vacant 11/8/19 - Transfer

Sherry attended a MassNAHRO CHAMP Committee Meeting via conference call on Friday, 11/8/19.

Sherry Guilbault, Janet Jensen and Judith Laniewski attended the Fall Conference on November 17th – November 19th at the Quincy Marriott.

The Avon Housing Authority PMR (Performance Management Review) was conducted on November 27, 2019.

Sherry Guilbault will be attending a MassNAHRO Board meeting in Worcester on Tuesday, December 10, 2019.

Sherry and Lee Anne will be attending a SMEDA/SHADO meeting on December 18, 2019 in West Bridgewater. Topic is public speaking.

Snow removal

CHAMP Waiting list update

Next Board Meeting will be held on January 7, 2020 at 5:00 pm.

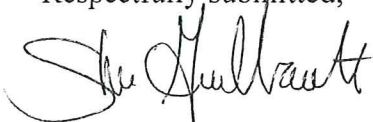
M/Edwards, S/Copeland. Motion to accept the Executive Director's Report as presented. Unanimous vote, motion passed.

Sherry presented a letter from RCAT in regards to FISH# 018041 Common Hallway Painting. The original lowest bidder, 3 Brothers Painting, Inc. withdrew their bid due to errors of omission, and RCAT is recommending the next lowest bidder, John Skouras & Co., Inc. be considered for this project.

M/Edwards, S/Copeland. Motion to approve the second lowest bidder John Skouras & Co. for the Common Hallway Painting Project# 018041 in the amount of \$16,338.00. Unanimous vote, motion passed.

M/Edwards, S/Laniewski. Motion to adjourn meeting at 1:04 p.m. Unanimous vote, motion passed.

Respectfully submitted,



Sherry L. Guilbault
Secretary/Executive Director