

# *Avon Housing Authority*

One Fellowship Circle \* Avon, MA 02322  
(508) 588-1847 \* (508) 588-2098 FAX  
Director@avonha.org

TOWN OF AVON

2022 FEB -9 A 9:19

TOWN CLERK

## MINUTES REGULAR MONTHLY MEETING December 9, 2021 5:00 P.M.

The Avon Housing Authority held a regular meeting on Thursday, December 9, 2021 at 5:00 p.m. in person at the Community Room located at 1 Fellowship Circle, Avon, MA. Chairman Jensen called the meeting to order at 5:10 p.m.

### Board Members Physically Present:

M. Janet Jensen	Chairman
Kevin Edwards	Vice Chairman
Judy Laniewski	Treasurer
Gary Qualter	Member

### Board Members Absent:

None

### Others Present:

Sherry Guilbault	Executive Director
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### Guests/Tenants:

Donna Fitzgerald	Tenant
Derek Staffier	Tenant

Sherry read and discussed the maintenance report submitted by Derek Adams. It was brought to the Board's attention that the DPW did not sand Fellowship Circle during the first storm.

**M/Qualter, S/Edwards.** Motion to approve the Regular Meeting Minutes of October and November 2021. 4 Ayes, 0 Nays. Unanimous vote, motioned passed.

**M/Edwards, S/Qualter.** Motion to approve the October 2021 Operating and Balance Statements as presented. 4 Ayes, 0 Nays. Unanimous vote, motioned passed.

**M/Edwards S/Laniewski.** Motion to approve the Vouchers through December 29, 2021. 4 Ayes, 0 Nays. Unanimous vote, motion passed.

Sherry read and discussed the Executive Director's Report:

Vacancy and lease activity since the November 23, 2021 Board Meeting:

- The Avon Housing Authority currently has 7 vacancies

#### CHAMP update

King Street Property update: Janet dropped plans off to Kevin. Kevin Edwards will look at plans and will discuss a perk test at next month's meeting.

Avon/Holbrook Housing Management Agreement – no update

Private Attorney for evictions: Sherry discussed the option to hire a private attorney to handle some upcoming evictions.

**M/Qualter, S/Laniewski.** Motion to approve Sherry Guilbault to hire a private attorney for upcoming evictions. 4 Ayes, 0 Nays. Unanimous vote, motion passed.

The Board discussed the property at the top of Fellowship Circle and would like Sherry to send the Sullivan's a letter in January 2022 letting them know of the Housing Authority's interest if they were to sell.

Next Board Meeting will be held on Thursday, January 13, 2022 at 5:00 pm

**M/Qualter, S/Laniewski.** Motion to accept the Executive Director's Report as presented. 4 Ayes, 0 Nays. Unanimous vote, motion passed.

#### Old Business:

Veteran's Housing and Project# 018042 Exterior Door Replacement to remain tabled.

#### New Business:

Donna Fitzgerald discussed the residents concern of the lack of communication between the office and the residents in regards to the bushes being removed and the door project, etc. Sherry apologized and said she will look into doing a monthly newsletter (as we had in the past) after the first of the year. Sherry also said she will send out a memo to all residents regarding the above discussion.

No policies were discussed, but Sherry is working on a Parking policy that will also include line painting of a different color for visitor parking so it stands out.

**M/Laniewski, S/Qualter.** Motion to adjourn meeting at 6:08 p.m. 4 Ayes, 0 Nays. Unanimous vote, motion passed.

Respectfully submitted,

Sherry L. Guilbault  
Secretary/Executive Director