

# *Avon Housing Authority*

One Fellowship Circle \* Avon, MA 02322

(508) 588-1847 \* (508) 588-2098 FAX

avonha@comcast.net

## MINUTES REGULAR MONTHLY MEETING

April 3, 2018

5:00 P.M.

The Avon Housing Authority held a regular meeting on Tuesday, April 3, 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
------------------	--------------------

### Guests/Tenants:

None

Sherry Guilbault presented and read the maintenance report.

**M/Edwards, S/Laniewski.** Motion to approve the Minutes of the Regular Meeting of March 15, 2018. Unanimous vote, motion passed.

**M/Laniewski, S/Minchello.** Motion to approve the 667 vouchers through April 3, 2018. Kevin Edwards abstained.

Vacancy and lease activity since the March 15, 2018 Board Meeting:

8C	Vacant – 3/1/18- Nursing Home -
22A	Vacant – 4/2/18 – Nursing Home

Sherry Guilbault attended a SMEDA meeting on March 21, 2018 in Raynham.

Jerry Peterson from RCAT (Regional Capital Assistance Team) will be on site to perform a site assessment on April 6, 2018 (rescheduled from March 22, 2018 due to snow)

Sherry Guilbault attended a MassNAHRO Professional Development meeting on March 26, 2018 in Franklin, MA.

TOWN OF AVON  
2019 JAN 14 P 12:19  
TOWN CLERK

Sherry Guilbault presented the REVISED February 2018 Board Meeting Minutes.

**M/Minchello, S/Edwards.** Motion to approve the Revised February 6, 2018 Board Meeting Minutes. Unanimous vote, motion passed.

Sherry Guilbault informed the Board that an arrangement was sent on behalf of the Avon Housing Authority to the services of previous Board Member Josephine Holmes.

Sherry Guilbault presented the Operating and Balance Statements for February 2018,

**M/Minchello, S/Laniewski.** Motion to accept the Operating and Balance Statements for February 2018. Unanimous vote, motion passed.

Sherry Guilbault discussed and distributed a copy of the AUP (Agreed Upon Procedures) Audit for Fiscal Year Ending June 30, 2017 to all the Board Members.

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

New Business:

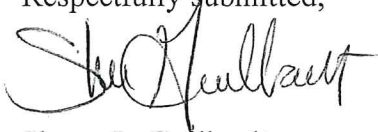
Sherry Guilbault presented the vacated tenant receivables to the Board in the amount of \$5,095.00.

**M/Laniewski, S/Edwards.** Motion to write-off the vacated account receivables in the amount of \$5,095.00 as presented. Unanimous vote, motion passed.

**M/Edwards, S/Laniewski.** Motion to adjourn meeting at 5:39 p.m. Unanimous vote, motion passed.

**Next Board Meeting is scheduled for Tuesday, May 1, 2018 at 5:00 p.m.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Sherry L. Gullbault', written in a cursive style.

Sherry L. Gullbault  
Secretary/Executive Director