

# *Avon Housing Authority*

One Fellowship Circle \* Avon, MA 02322  
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TOWN OF AVON  
2022 FEB -9 A 9:17  
TOWN CLERK

## MINUTES REGULAR MONTHLY MEETING April 6, 2021 5:00 P.M.

The Avon Housing Authority held a regular meeting on Tuesday, April 6, 2021 at 5:00 p.m. in person at the Community Room located at 1 Fellowship Circle, Avon, MA and virtually for the public via GoToMeeting. Chairman Jensen called the meeting to order at 5:04 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 |
|------------------|--------------------|

### Guests/Tenants:

None

No Maintenance report was presented.

**M/Qualter, S/Laniewski.** Motion to approve the March 4, 2021 Regular Meeting Minutes as presented. 4 Ayes, 0 Nays. Unanimous vote, motioned passed.

**M/Edwards, S/Qualter Motion** to approve March 24, 2021 Special Meeting Minutes as presented. 4 Ayes, 0 Nays. Unanimous vote, motioned passed.

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

Vouchers March 5, 2021 through April 6, 2021 were tabled.

### Vacancy and lease activity since the March 4, 2021 Board Meeting:

|    |   |
|----|---|
| 8A | Vacant – 11/1/19 – Nursing Home – leasing the week of 12/7 – Leased |
| 8C | Vacant 2/1/20 – other   |

5 Vacant 10/1/2020 – Transfer – Will be leased with a transfer when Ready  
9B Vacant 2/1/21  
2 Vacant 2/8/21 – deceased  
6C Vacant 3/1/21 – other  
10C Vacant 3/1/21 – other  
20 Vacant 4/1/21 - deceased

CHAMP list pulls have been conducted for vacant units.

Sherry Guilbault attended the following conference call/virtual meetings/in person meetings:

03/23/21 Virtual – MassNAHRO Legislative Day

AHA and HHA office and Community Room continues to be closed to the public

FY21 Budget was approved on March 9, 2021

Vaccine Clinics update – second shot clinics to be held 4/7 and 4/14/21

Next Board Meeting to be held May 11, 2021 at 5:00 p.m.

Sherry mentioned the AUP Audit has been conducted – she should have the report for the next meeting.

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

Veteran's Housing continues to be tabled – but the Board would like Sherry to look into liquidating the Avon Housing Authority Property located on Kings Street in order to purchase a home for Veteran's Housing.

Nothing new to report for the Project# 018042 Exterior Door Replacement

New Business:

Sherry presented and read the Annual Plan.

**M/Laniewski, S/Qualter.** Motion to approve the Annual Plan and the FY22 Capital Improvement Plan as presented. 4 Ayes, 0 Nays. Unanimous vote, motioned passed.

**M/Qualter, S/Edwards.** Motion to approve the Commonwealth of Massachusetts Executive Office of Labor and Workforce Development Department of Labor Standards Minimum Base Rate for the Maintenance Mechanic in the amount of \$31.52/Hour effective April 1, 2021 through March 31, 2022. 4 Ayes, 0 Nays. Unanimous vote, motioned passed.

**M/Edwards, S/Qualter.** Motion to approve Amendment #9 to CFA 5001 in the amount of \$217,109.00 and extends the contract dates of service from June 30, 2022 to June 30, 2024. 4 Ayes, 0 Nays. Unanimous vote, motioned passed.

**M/Qualter, Laniewski.** Motion to adjourn meeting at 5:50 p.m. 4 Ayes, 0 Nays. Unanimous vote, motion passed.

Respectfully submitted,

Sherry L. Guilbault  
Secretary/Executive Director