

# *Avon Housing Authority*

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TOWN OF AVON

2022 FEB -9 A 9:17

TOWN CLERK

## MINUTES REGULAR MONTHLY MEETING January 12, 2021 5:00 P.M.

The Avon Housing Authority held a regular meeting on Tuesday, January 12, 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 5:31 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:

Vladimir (virtual)

There was no maintenance report submitted due to Derek being out sick.

Discussion of the September, October and November 2020 Regular Meeting Minutes. The only minutes to be approved at this meeting are October 2020. Sherry discussed the October 2020 minutes that were distributed to the Board and noted she needs to update these minutes to reflect the correct motion for the FY21 Budget.

**M/Edwards, S/Qualter.** Motion to approve the October 2020 Regular Meeting Minutes as presented and with discussed updates. Unanimous vote, motioned passed.

**M/Edwards, S/Qualter.** Motion to approve the November 2020 Operating & Balance Statements as presented. Unanimous vote, motioned passed.

**M/Qualter, S/Laniewski.** Motion to approve Vouchers through December 3, 2020. Unanimous vote, motioned passed.

Executive Director's Report:

Vacancy and lease activity since the December 3, 2020 Board Meeting:

8A	Vacant – 11/1/19 – Nursing Home – leasing the week of 12/7 – medical hold up
21C	Vacant 11/8/19 – transfer - ready
8C	Vacant 2/1/20 – other
5	Vacant 10/1/2020 – Transfer – Will be leased with a transfer when Ready

CHAMP list pulls have been conducted for all vacant units.

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

December 7, 2020 Preconstruction Meeting Exterior Door Project  
December 8, 2020 Preconstruction Meeting Holbrook Housing Mod Project  
December 9, 2020 DHCD Annual Plan Training  
December 16, 2020 SHADO/SMEDA Meeting

AHA and HHA office and Community Room continues to be closed to the public. Sherry discussed that the Holbrook Housing Authority Board has made a motion to open the office to the public on Tuesdays. Sherry wanted the Avon Board aware of this as it also affects the Avon Housing Authority staff etc. Sherry discussed that she is not comfortable opening the Holbrook office to the public as she does not believe it is in compliance with COVID requirements and she will not be able to control the common space outside of the 2 Holbrook offices in order to keep her staff, residents, public and herself safe. The Avon Board is also not comfortable if the Holbrook office is opened to the public as Sherry is the Executive Director of both Housing Authorities and Avon is in the red and Holbrook has been in and out of the red and during a purge of a pandemic is certainly not the time to open to the public. The Board and Sherry discussed the fact that neither is comfortable with the Holbrook Board not supporting the Executive Director in day-to-day operations. Sherry discussed at length her future at both the Avon and Holbrook Housing Authority with the Avon Board.

Next Board Meeting to be held Tuesday, February 2, 2021 at 5:00 pm.

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

Veteran's Housing continues to be tabled

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

New Business:

Holbrook Management Agreement: The Board discussed the terms of the Holbrook Management Agreement and Sherry Guilbault's plans for the future. The Board agreed they did not want to be affiliated with a board that does not support their Executive Director. Sherry read Article 4. Suspension and Termination of the Management Agreement and that Avon must give at least sixty (60) days advance written notice thereof to the Holbrook Housing Authority and to DHCD.

**M/Edwards, S/Qualter.** Motion to terminate the Management Agreement with the Holbrook Housing Authority effective March 31, 2021. Unanimous vote, motion passed.

The following policies were discussed: Shades at lease up only and lockout policy. These will be discussed at a future meeting.

**M/Qualter, Edwards.** Motion to adjourn meeting at 6:23 p.m. Unanimous vote, motion passed.

Respectfully submitted,

Sherry L. Guilbault  
Secretary/Executive Director