

Avon Housing Authority

One Fellowship Circle * Avon, MA 02322
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TOWN OF AVON

2023 MAR -6 A 9:57

TOWN CLERK

MINUTES REGULAR MONTHLY MEETING December 14, 2022 5:00 P.M.

The Avon Housing Authority held a regular meeting on Wednesday, December 14, 2022 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 5:02 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:

Logan Fitzgerald
Donna Fitzgerald

Sherry Guilbault read and discussed the maintenance report.

M/Edwards, S/Laniewski. Motion to table the Regular Meeting Minutes of November 22, 2022. 4 Ayes, 0 Nays. Unanimous vote, motioned passed.

M/Laniewski S/Qualter. Motion to table the October 2022 Operating and Balance Statements. 4 Ayes, 0 Nays. Unanimous vote, motioned passed.

Sherry read and discussed the Executive Director's Report:

Vacancy and lease activity since the November 22, 2022 Board Meeting:

- The Avon Housing Authority currently has 11 vacancies
- CHAMP update
- King Street Property update – Sherry still needs to reach out to DHCD.
- Window Project update – this will now include Phase I and Phase II
- Attic Insulation and Ventilation Upgrades project update
- New stackable dryer update
- FY23 Budget will be reverted – need further documentation
- Avon PMR FYE22 – will discuss at the next meeting

- Day after Thanksgiving – Sherry discussed she usually presents this at the November meeting and totally forgot. Every year the Board votes to approve this as a compensated holiday for all benefit eligible employees.

M/Qualter, S/Edwards. Motion to approve the day after Thanksgiving to be a compensated holiday for all benefit eligible employees. 4 Ayes, 0 Nays. Unanimous vote, motion passed.

- Holbrook/Avon Management Agreement – Sherry discussed her complaint still has not been heard by the HHA. Sherry will keep the Management Agreement on ED Report to discuss at the next meeting.
- Food Pantry has begun in the Community Room
- The Avon Baptist Church Xmas Program – Sherry discussed this year's changes in the program and Fellowship Circle resident's participation. She said it worked out very well.
- Tenant holiday party to be discussed at next meeting
- Intercom System – no update
- Next Board meeting to be held January 19, 2023 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 to remain tabled.

New Business: None

Sherry presented and read the recommendation letter for Project 018049 Attic Insulation and Ventilation Upgrade Rebid.

Policies: Will discuss at future meeting.

M/Qualter, S/Edwards. Motion to adjourn meeting at 5:30 p.m. 4 Ayes, 0 Nays. Unanimous vote, motion passed.

Sherry brought up that they forgot to vote on item number 6 on the Agenda.

Chair Jensen re-opened the meeting at 5:32 pm.

M/Laniewski, S/Qualter. Motion to approve the Voucher report through December 14, 2022. Unanimous vote, motion passed.

M/Laniewski, S/Qualter. Motion to adjourn meeting at 5:33 p.m. 4 Ayes, 0 Nays. Unanimous vote, motion passed.
ed.

Respectfully submitted,

Sherry L. Guilbault
Secretary/Executive Director