

Avon Housing Authority Minutes

July 13, 2023

AVON TOWN CLERK
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A Regular meeting of the Avon Housing Authority (AHA) was held on July 13, 2023, in person.

Upon roll call, those present were as follows:

Present: Janet Jensen, Judy Laniewski, Kevin Edwards and Kristen Anderson

Absent: Gary Qualter

Meeting of the Avon Housing Authority was called to order by Chair Janet Jensen at 5:00 P.M. on July 13, 2023.

Approval of the Minutes-

Regular Minutes of June 8, 2023

Motion made by Kevin Edwards to approve the Regular Meeting Minutes of July 13, 2023, and the motion was **seconded** by Judy Laniewski **Voted 3-0**.

Accountant's Report-

There were no financials for review this month

Motion made by Kevin Edwards to approve the Bill Schedule and **seconded** by Judy Laniewski. **Voted 3-0**

Vacancy and Occupancies-

Kristen Anderson gave update on vacant units and leasing new applicants.

Report of TARS-

Kristen Anderson gave an update on tenant outstanding balances and repayment agreements.

Old Business-

There was one bid received for Line Striping. Bid submitted by B & M Maintenance.

Motion made by Judy Laniewski to award the contract to B & M Maintenance and **seconded** by Kevin Edwards. **Voted 3-0**.

New Business-

Pitney Bowes Contract: Kristen Anderson informed the board that Avon HA has signed a Contract with Pitney Bowes for Postage Service.

PHA Web Contract: Kristen Anderson recommended the switch from our current computer software company to PHAWeb, at a savings of \$360 year. **Motion made** by Judy Laniewski to to enter into a contract with PHAWeb. The motion was **seconded** by Kevin Edwardds. **Voted 3-0.**

Fiscal Year End Change: **Motion made** by Kevin Edwards to approve the change from a Year end of June 30th to a calendar year ending December 31. The motion was **seconded** by Judy Laniewski. **Vote 3-0.**

Executive Director's Report-

Kristen Anderson informed the board that Lee Anne's husband had passed away and her return to work date was unsure. Also, that both Kerry and Kristen were on vacation the last week of July and Deana DeBarros from the Taunton Office would be covering in Avon. Stoughton Housing will be covering for Derek's vacation and working on vacancies in his absence.

Maintenance Report-

Reviewed.

Board Report-

The Board indicated that they would like to see the security cameras looked into and repaired if necessary and additional cameras added. The Board would like us to establish our own website. The Board also stated that during snow storms, extra help is brought in to assist Derek with shoveling and roadway snow removal. The Town of Avon sands the roads as a courtesy to the housing authority. The Board also decided to hold our next meeting in September, skipping the month of August.

Adjournment- A **Motion** was made to adjourn the meeting by Judy Laniewski and **seconded** by Kevin Edwards **Voted 3-0.**

Meeting adjourned at 5:36 P.M.