MEETING MINUTES

Tuesday, February 8, 2022

The regular meeting of the Canton Housing Authority was called to order by Chairman McSweeney at 6:00 pm on Tuesday, February 8, 2022. Meeting was held virtually through "Go To Meeting".

Present: John McSweeney, Glen Hannington, Joseph DeFelice, Adam Brothers, Agnes Hagan
Mark Roy - Executive Director
Absent:

1. A. Hagan moved to approve the January 18, 2022 meeting minutes.

   J. DeFelice seconded 5 in favor 0 opposed 0 absent

2. J. DeFelice moved to approve the January 2022 financial reports.

   A. Brothers seconded 5 in favor 0 opposed 0 absent

3. G. Hannington moved to approve the January/ February expenditures.

   J. DeFelice seconded 5 in favor 0 opposed 0 absent

Old Business:

Review of Items Pending List –

ARPA funds – The Director reported no news from the Board of Selectmen on our application for the Hemenway Asphalt project.

Court Cases – The Director gave an update on the ongoing case with the family resident.

New Business:

Budget revision FY '22 – The Director explained that Tom Joy did a revision to the current budget to account for the $40,000 we received for the Resident Service Coordinator.

4. J. DeFelice moved to approve the budget revision.

   A. Brothers seconded 5 in favor 0 opposed 0 absent

Hemenway Windows – Change to Scope of Work– the Director reviewed the architect request to use a proprietary window for the front of the Hemenway – in an effort to maintain the current aesthetic.

5. A. Brothers moved to approve the request.

A. Hagan seconded 5 in favor 0 opposed 0 absent

CPA Funds – Hagan Stairs – The Director reported that the CCPC is recommending the additional funding request for approval at Town Meeting.

Draft Budget FY '23 – The Director reviewed the updated draft. Accountant Tom Joy will be at the next meeting to explain the final budget.

Accountant Proposal – The Director explained that he reached out to fellow Directors but learned that most of the individual accountants are either retiring or not taking on new clients. So he reached out to the firm that works with many other housing authorities. They will send a proposal and are happy to take on our agency.

E.D. Contract Extension – The Director explained that the MassNahro lawsuit against DHCD still hasn't been resolved. Therefore he was asking for another one year extension on his current contract.

6. A. Brothers moved to approve the one year extension.

A. Hagan seconded 5 in favor 0 opposed 0 absent

Other – The Director reported recent problems with the Hemenway Elevator. An architect was out recently to start working on a design for the project to replace it. But that is months away, so we will continue to have it repaired from time to time.

Director's Report:

Snow Update – The Director reported that the maintenance department did an outstanding job with the extremely difficult snow storm, despite being down one guy. They were able to hire some students who did a great job.

COVID Update – The Director was still waiting for updated State guidance.

RSC Update – The Director reported that Vicky had completed her year-end reporting – which goes to the State for review. She was looking into purchasing test kits for residents.

Vacancy Update – The Director updated the Board on vacancies. There were still 2 elderly vacancies from December. There were two new vacancies in January. There is still one unit offline for modernization (until June 2022). Maintenance was doing a great job turning over units, despite the extraordinary number.

Mod Projects – The Director reviewed the upcoming projects. Hemenway Alarms, Hemenway Termites, Hemenway Windows, Hagan Court Roofs and Exterior Metal Stairs

MassNahro Update – The Director had no updates.

7. J. DeFelice moved to adjourn.

A. Brothers seconded 5 in favor 0 opposed 0 absent

The Chairman adjourned the meeting at 6:21 p.m.

Respectfully submitted,

Mark Roy, PHM Executive Director/ Secretary