MEETING MINUTES

Tuesday, July 11, 2023

The regular meeting of the Canton Housing Authority was called to order by Chairman McSweeney at 6:00 pm on Tuesday, June 11, 2023. Meeting was held virtually through "Go To Meeting".

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

1. A. Hagan moved to approve the June 13, 2023 meeting minutes.

   J. Walrod seconded 3 in favor 0 opposed 2 absent

2. J. Walrod moved to approve the June 2023 financial reports.

   A. Hagan seconded 3 in favor 0 opposed 2 absent

3. A. Hagan moved to approve the June/ July expenditures.

   J. Walrod seconded 3 in favor 0 opposed 2 absent

Old Business:

Review of Items Pending List –

A. CPC Application – The Director had already submitted the Hagan Court bath modernization project. But he planned on submitting a second project as the next funding cycle will be two years' worth.

New Business:

Hemenway Windows – Certificate of Substantial Completion – The Director reviewed the CSC.

4. J. Walrod moved to approve the Certificate of Substantial Completion.

   A. Hagan seconded 3 in favor 0 opposed 2 absent

Hemenway Windows – Certificate of Final Completion – The Director reviewed the CFC.

5. A. Hagan moved to approve the Certificate of Final Completion.

   J. Walrod seconded 3 in favor 0 opposed 2 absent

ARPA application – The Director continues to work with the Town of Canton to finalize our application for the Hemenway walkway/ courtyard paving project.

Write Offs – None.

Other – The Director reviewed the PMR audit results that he had sent to the board. There would be a final report at the next meeting.

Director's Report:

Employee Recognition – The Director recognized Christine for all her assistance with residents who need an air conditioner.

RSC Update – The Director reported that Christine's Fourth of July barbecues were a big success!

Vacancy Update – The Director updated the Board on vacancies. There were two elderly units and 1 family unit from June. There are also two elderly units and two family units for July. He would be asking for waivers on some units to help the maintenance guys get caught up.

Mod Projects – The Director reviewed upcoming projects – Hagan Court HVAC and the Howard St envelope projects.

MassNahro Update – The Director reported that the new President was putting together a Task Force to meet with the Governor's housing team.

6. A. Hagan moved to adjourn.

J. Walrod seconded 3 in favor 0 opposed 2 absent

The Chairman adjourned the meeting at 6:25 p.m.

Respectfully submitted,

Mark Roy, PHM Executive Director/ Secretary