MEETING MINUTES

Tuesday, January 9, 2024

The regular meeting of the Canton Housing Authority was called to order by Chairman McSweeney at 6:00 pm on Tuesday, January 9, 2024. Meeting was held virtually through "Go To Meeting".

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

1. A. Hagan moved to approve the December 12, 2023 special meeting minutes.

   J. Walrod seconded 5 in favor 0 opposed 0 absent

2. A. Hagan moved to approve the December 12, 2023 regular meeting minutes.

   J. Walrod seconded 5 in favor 0 opposed 0 absent

3. J. Walrod moved to approve the December 2023 financial reports.

   A. Brothers seconded 5 in favor 0 opposed 0 absent

4. J. Walrod moved to approve the December/ January expenditures.

   A. Hagan seconded 5 in favor 0 opposed 0 absent

Old Business:

Review of Items Pending List –

A. CPC Application – The Director reported that he had received an email an hour earlier from the CCPC. The original request was for $180,000 but the committee recommended $140,908. There were significantly higher applications this year. We are very grateful for their recommendation.

New Business:

Hemenway Elevator Contract – The Director reviewed the Owner-Contractor agreement.

5. A. Hagan moved to authorize the Director to sign the agreement.

   A. Brothers seconded 5 in favor 0 opposed 0 absent

Rubin Court Common Hallway Floors - Low Bidder – The Director explained that EOHLC had rejected the low bidder and therefore the second lowest bidder was CJM Services. The low bidder was challenging EOHLC's decision at this time.

6. A. Hagan moved to approve the CJM bid at $282,429, with Alternate 1.

   J. Walrod seconded 5 in favor 0 opposed 0 absent

MRVP biannual – The Director explained that the MRVP program was now allowing authorities to do rent redetermination on a biannual basis, like public housing. We are choosing to start July 1st so we will do half of them each year.

7. A. Hagan moved to approve the MRVP biannual plan.

   G. Hannington seconded 5 in favor 0 opposed 0 absent

E.D. Contract – The Director explained that he would be willing to sign the standard EOHLC contract, now that the MassNahro lawsuit had failed in the courts.

8. A. Brothers moved to authorize the Chairman to sign the E.D. contract.

   A. Hagan seconded 5 in favor 0 opposed 0 absent

Brayton Circle Exterior Doors – Additional Funds – The Director reported that EOHLC had authorized an additional $66,240 from the Compliance Reserve Fund for this project.

9. G. Hannington moved to approve the additional funds.

   J. Walrod seconded 5 in favor 0 opposed 0 absent

IRS Mileage Increase – The Director reported that the Town had approved the new IRS rate of $0.67,

10. J. Walrod moved to approve the new mileage rate.

    A. Hagan seconded 5 in favor 0 opposed 0 absent

Write Offs – The Director requested one write off for $402.

11. A. Hagan moved to approve the write off

    A. Brothers seconded 5 in favor 0 opposed 0 absent

Other – The Director reported that he had received another Owner-Contractor Agreement after the board packets were sent out. It was for the Brayton Circle Exterior Doors Project

12. A. Brothers moved to authorize the Director to sign the agreement

    J. Walrod seconded 5 in favor 0 opposed 0 absent

Director's Report:

Employee Recognition – The Director chose John McCourt for all his hard work on the emergency underground sewer line project. Working with the contractor, tenants and the alarm company.

RSC Update – The Director reported that Christine held a very successful holiday pizza party at the Hemenway for all complexes. A. Hagan, on behalf of the attendees, thanked G. Hannington for sponsoring the event.

Vacancy Update – The Director updated the Board on vacancies. There was one elderly unit from November, three from December and two for January. He had asked for a waiver on one of the units, but it was not approved. He expressed his frustration with EOHLC.

Mod Projects – The Director updated the board on the following projects - Rubin Court common hallway floors, Brayton Circle Exterior Doors, Hemenway Elevator Replacement and the Hemenway Walkways Project.

13. A. Brothers moved to adjourn.

J. Walrod seconded 5 in favor 0 opposed 0 absent

The Chairman adjourned the meeting at 6:26 p.m.

Respectfully submitted,

Mark Roy

Mark Roy, PHM Executive Dire ctor/ Secretary