MEETING MINUTES

Tuesday, September 10, 2024

The regular meeting of the Canton Housing Authority was called to order by Chairman Hannington at 6:00 pm on Tuesday, September 10, 2024. Meeting was held virtually through "Go To Meeting".

Present: Glen Hannington, Adam Brothers, Agnes Hagan,
(Janet Walrod, Lisa Lopez – did not vote due to technical difficulties)
Mark Roy - Executive Director Roll call was taken
Absent:

1. A. Brothers moved to approve the August 13, 2024 meeting minutes.

   A. Hagan seconded 3 in favor 0 opposed 0 absent (Walrod, Lopez – did not vote)

2. A. Hagan moved to approve the July/ August 2024 financial reports.

   A. Brothers seconded 3 in favor 0 opposed 0 absent (Walrod, Lopez – did not vote)

3. A. Hagan moved to approve the August/ September expenditures.

   A. Brothers seconded 3 in favor 0 opposed 0 absent (Walrod, Lopez – did not vote)

Old Business:

Review of Items Pending List –
CPA Application – Hemenway Windows Project – The Director reported that the application was approved as eligible by the CCPC. The other application for funds through the Affordable Housing Trust was also eligible, but does not appear to have much support. The Director is meeting with Kevin Shea this week to discuss further.

New Business:

Hemenway Walkway Project – Certificate of Substantial Completion – The Director explained that it is still not ready The St. John side walkway needs to be redesigned and done over.

Howard St. Roof Project – Certificate of Final Completion – The Director explained that he was waiting on the CFC, but it should be done before the next meeting.

4. A. Brothers moved to approve the Certificate of Final Completion, pending EOLHC approval.

   A. Hagan seconded 3 in favor 0 opposed 0 absent (Walrod, Lopez – did not vote)

Rubin Court Hallway Flooring - Change Orders – The Director reviewed the two change orders.

5. A. Hagan moved to approve the change orders - $77,526.09 and $879.75.

   A. Brothers seconded 3 in favor 0 opposed 0 absent (Walrod, Lopez – did not vote)

Electricity Contract – The Director reported that he had signed a new contract with Constellation, for a new blended rate through 2028. Anticipated savings of over $80,000 over that time period.

Cyber Security – The Director reported that he is working with several vendors in response to the EOLHC Notice regarding increased security of our systems.

Write Offs – The Director reported no write offs this month.

Other – A. Hagan asked about internet access at the Hemenway lower level. The Director will follow up.

Director's Report:

RSC Update – The Director reported that Resident Service Coordinator Christine is back to work from maternity leave. Our temporary RSC Lydia will work as needed until she finds full time work.

Vacancy Update – The Director updated the Board on vacancies. There were currently nine elderly units and one family unit through August. Two went out September 1st. There were two more elderly vacancies for September. Several have been granted waivers, but a few have been denied.

Mod Projects – The Director reviewed the current projects. The Hemenway Elevator project is finally starting on Monday, September 16th.

Other Reports:

Affordable Housing Trust Report – No report.

Community Preservation Committee Report – The Director had reviewed earlier.

6. A. Hagan moved to adjourn.

A. Brothers seconded 3 in favor 0 opposed 0 absent (Walrod, Lopez – did not vote)

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

Respectfully submitted,

Mark Roy, PHM Executive Director/ Secretary