MEETING MINUTES

Tuesday, May 13, 2025

The regular meeting of the Canton Housing Authority was called to order by Chairman Hannington at 6:00 pm on Tuesday, May 13, 2025. Meeting was held virtually through "Go To Meeting".

Present: Glen Hannington, Adam Brothers, Agnes Hagan, Janet Walrod, Lisa Lopez Roll call was taken
Mark Roy - Executive Director

Absent:

1. A. Hagan moved to approve the April 15, 2025 regular meeting minutes, including the executive session minutes.

   L. Lopez seconded 5 in favor 0 opposed 0 absent

2. J. Walrod moved to approve the April/ May financial reports.

   L. Lopez seconded 5 in favor 0 opposed 0 absent

L. Lopez had a question about the electricity costs. The Director explained the quarterly bill had been paid in the first month of the quarter.

3. J. Walrod moved to approve the April/ May expenditures.

   L. Lopez seconded 5 in favor 0 opposed 0 absent

Old Business:

Review of Items Pending List – No items. The Director did mention approval of the $90,000 CPA project at Town Meeting.

New Business:

Lead Paint Certification – The Director explained the certification process. And the lead law procedures. The Chairman mentioned legal cases involving this and elevator inspections.

4. J. Walrod moved to approve the Lead Paint certification.

   L. Lopez seconded 5 in favor 0 opposed 0 absent

Top 5 Form Certification – The Director explained the Top 5 form. Only the front page was copied in the board packet. He would send page two the next day.

5. A. Brother moved to approve the Top 5 Form certification, with the condition that the board would review page two.

   A. Hagan seconded 5 in favor 0 opposed 0 absent

Year End Financials Certification – The Director reviewed the financials certification.

6. J. Walrod moved to approve the year end financials certification.

   L. Lopez seconded 5 in favor 0 opposed 0 absent

Wage Match Certification – The Director reviewed the certification process. And the wage match procedure.

7. A. Brother moved to approve the wage match certification.

   L. Lopez seconded 5 in favor 0 opposed 0 absent

Write offs – None. There will be a couple next month.

Other – A. Hagan mentioned the ongoing mouse problem, as a number of residents came to her. (It is only affecting some of the 12 residents in the main building). The Director explained that we have treated the situation as always – hiring a pest management company for treatment. They have always been able to resolve the matter in the past. We have already spent $4000 on treatments. This situation seems much more intense than others. Therefore we will be hiring a second company to do supplementary treatment. It appears the Elevator Project created the situation, which is very frustrating. A. Hagan agreed that the housing authority has been trying to resolve the situation. L. Lopez recommended getting the plug in sonar units.

Director's Report:

RSC Update – The Director reported that Christine has been working with a few residents that need special services for mental health issues.

Vacancy Update – The Director updated the Board on vacancies. The maintenance guys had turned over 3 elderly vacancies. Unfortunately there are 3 new elderly vacancies for both May and June. The Director did get two volunteers from the Tax Program at the Senior Center. They will be helping with daily maintenance so the other three guys can focus on units.

Mod Projects – The Director reviewed the upcoming projects - Rubin Court Federal Pacific Panels, the Hemenway Windows and Hemenway Gazebo.

Other Reports:

Affordable Housing Trust Report – L. Lopez reported on the $255,000 that was approved at Town meeting for affordable housing. That will get added to the $500,000 already in the Trust.

Community Preservation Committee Report – No report.

The next board meeting will be in person at Rubin Court on Tuesday June 10th. A barbecue will be held for the residents at 5:00pm. Followed by the board meeting.

8. J. Walrod moved to adjourn.

A. Hagan seconded 5 in favor 0 opposed 0 absent

The Chairman adjourned the meeting at 6:32 p.m.

Respectfully submitted,

Mark Roy, PHM Executive Director/ Secretary