MEETING MINUTES

Tuesday, February 10, 2026

The regular meeting of the Canton Housing Authority was called to order by Chairman Hannington at 6:00 pm on Tuesday, February 10, 2026. 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 December 9, 2025 special meeting minutes.

   A. Brothers seconded 5 in favor 0 opposed 0 absent

2. A. Hagan moved to approve the December 9, 2025 regular meeting minutes.

   J. Walrod seconded 5 in favor 0 opposed 0 absent

3. L. Lopez moved to approve the December '25/ January '26 financial reports.

   J. Walrod seconded 5 in favor 0 opposed 0 absent

The Director answered questions about legal and utility expenses.

4. J. Walrod moved to approve the December '25 quarterly financial report.

   L. Lopez seconded 5 in favor 0 opposed 0 absent

5. A. Brothers moved to approve the January/ February expenditures.

   A. Hagan seconded 5 in favor 0 opposed 0 absent

Old Business:

Review of Items Pending List

A. Performance Management Review (PMR) – The Director reviewed the vacancy reports.
B. Brayton Circle Affordable Housing Application – The Director reported that the application and letter of support has been submitted.

New Business:

Reorganization – The Chairman moved to the end of the meeting.

Hemenway Columns – Additional Scope of Work – The Director reviewed the architect invoice.

6. L. Lopez moved to approve the architect invoice for $4650.

   A. Brothers seconded 5 in favor 0 opposed 0 absent

Hemenway Columns – Low bidder – The Director reviewed the bid sheet. Low bid was $115,000. _

7. A. Hagan moved to approve the low bidder R Mullen and Associates.

J. Walrod seconded 5 in favor 0 opposed 0 absent

Hemenway Lobby Project – Low bidder – The Director explained the bids were due the next day but had been pushed back one week to February 18th _

Hemenway Windows – Change Orders – The Director reviewed the two change orders. One was a credit.

8. A. Brothers moved to approve the change orders.

A. Hagan seconded 5 in favor 0 opposed 0 absent

Wage Match Certification – The Director explained the process that the office follows for wage match.

9. J. Walrod moved to approve the Certification. The Chairman would sign.

A. Brothers seconded 5 in favor 0 opposed 0 absent

The Director would send the referenced Public Housing Notices.

Write offs – None this month.

Other – J. Walrod referenced a letter that she received regarding somebody living at Rubin Court who was not on the lease. The Director explained that L. Lopez also received the letter and had called the Director to discuss. The Director explained that he knew about the situation and was working with that resident. There were special circumstances. The individual in question (and their car) is no longer there. He mentioned our attorney had been in court that morning working on another case where individuals not on the lease were living in one of our units. She also asked a question about MHP. The Director and L. Lopez answered it. A, Hagan suggested the next newsletter address parking and snow plowing at the Hemenway. Guests were not parking properly, which was causing trouble for the maintenance guys. She also asked about shoveling around the dumpster.

Director's Report:

RSC Update – The Director reported that Elaine has quickly settled in as our new Resident Service Coordinator. She has held coffee hours and craft workshops that the residents are enjoying.

Vacancy Update – The Director updated the Board on vacancies. Maintenance turned over a couple units for February 1st. There were 2 more scheduled for February 15th but they have been pushed back because of the recent snowstorms. There are 1 elderly from October, 1 from November, 2 from December, 1 from January and 3 for February. Taunton Housing Authority's vacancy team is handling 2 elderly units.

Mod Projects – The Director reviewed the current project – the Hemenway windows.

Other Reports:

Affordable Housing Trust Report – L. Lopez gave a report, including an update on an affordable housing project and inclusion in the Town's 10% count.

Community Preservation Committee Report – A. Brothers reported that the next meeting was scheduled for February 16th.

Reorganization – The Chairman discussed his reasons for stepping down as Chairman. But he will stay on the board for one more year.

10. The Chairman nominated L. Lopez as the new Chairman.

    A. Hagan seconded 5 in favor 0 opposed 0 absent

11. The Chairman nominated J. Walrod as the Vice Chairman.

    A. Brothers seconded 5 in favor 0 opposed 0 absent

12. J. Walrod moved to adjourn.

    A. Brothers seconded 5 in favor 0 opposed 0 absent

The Chairman adjourned the meeting at 6:34 p.m.

Respectfully submitted,

Mark Roy

Mark Roy, PHM Executive Director/ Secretary