MEETING MINUTES

Tuesday, June 9, 2026

The regular meeting of the Canton Housing Authority was called to order by Chairman Lopez at 6:03 pm on Tuesday, June 9, 2026. Meeting was held virtually through "Go To Meeting".

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

Absent:

1. A. Hagan moved to approve the May 12, 2026 meeting minutes.

   A. Brothers seconded 4 in favor 0 opposed 0 absent 1 abstain

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

   G. Hannington seconded 5 in favor 0 opposed 0 absent

The Chairman mentioned her discussion with the Director regarding timing of the bills.

3. A. Hagan moved to approve the April/ May expenditures.

   J. Walrod seconded 5 in favor 0 opposed 0 absent

Old Business:

Review of Items Pending List

A. Affordable Housing Mass Housing Partnership Application – The Chairman summarized the discussion from last month. Emma, from MHP will make a presentation at the July meeting.
B. Performance Management Review (PMR) – The Director noted that the three quarterly reports were submitted on time.

New Business:

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

4. A. Hagan moved to approve the Certificate of Substantial Completion.

   A. Brothers seconded 5 in favor 0 opposed 0 absent

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

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

   A. Brothers seconded 5 in favor 0 opposed 0 absent

The Director will update the CCPC on the completion.

Accounting Contract – The Director explained the contract.

6. G. Hannington moved to approve the Accounting Contract.

   J. Walrod seconded 5 in favor 0 opposed 0 absent

Write offs – None.

Other – The Director reported that he had a $100 deposit to move from the Pet account to the main checking account, for a tenant who passed away. The deposit was kept for damage.

7. A. Hagan moved to approve the transfer.

   J. Walrod seconded 5 in favor 0 opposed 0 absent

Director's Report:

Bed bugs – The Director explained there were a few units infested at the Hemenway. The office contacted the extermination company to schedule inspections. Because of the growing demand for this work, it can take up to a week to schedule. We even tried a second company but their schedule was just as full. The Director reached out to the Board of Health for assistance. They coordinated a cleaning company to assist the tenants in prep work. Then the extermination company returned to treat the unit. Eventually there is a second and third treatment. There was some discussion about a complaint on social media.

Resident Service Coordinator Update – The Director had mentioned the upcoming 250th event. There would be an ice cream truck at each elderly complex. Board members were invited to attend. There will also be the regular July 4th cookouts. The Director explained that Christine would be moving back into the RSC position. Elaine would take over as Administrative Secretary.

Vacancy Update – The Director updated the Board on vacancies. Maintenance turned over several units recently. There are 2 elderly units from May, and 3 for June. Taunton Housing Authority's vacancy team finished the 2 elderly units.

Mod Projects – The Director reviewed the upcoming projects – Hemenway Windows and Columns.

Other Reports:

Affordable Housing Trust Report – L. Lopez reported on a potential affordable housing roundtable committee. She also discussed the possibility of going through the Affordable Housing Trust for potential community preservation funds instead of Town meeting.

Community Preservation Committee Report – A. Brothers and A, Hagan both gave updates, as they both attended the last meeting. (Agnes as an observer). She will replace Adam on the CPC at their next meeting.

8. A. Hagan moved to adjourn.

A. Brothers seconded 5 in favor 0 opposed 0 absent

The Chairman adjourned the meeting at 6:40 p.m.

Respectfully submitted,

Mark Roy

Mark Roy, PHM Executive Director/ Secretary