

Acushnet Housing Authority
23 Main St – Presidential Terrace
Acushnet MA 02743
Regular Meeting
August 15, 2018

The meeting opened at 9:02AM with Chairman Rene Racine presiding.

Roll call of Commissioners found the following present:

Mr. Racine
Mr. Mulvey
Mrs. Sousa
Mr. Gomes
Mr. Brown (absent)

Others Present: Michael Cioper, Lynn Berube, Julie Benedetto, Sue Perry

Mr. Racine stated that there was not a July meeting this year.

Minutes:

The minutes of the June 20, 2018 meeting were approved on a motion made by Mr. Gomes and seconded by Mrs. Sousa.

Bills and Communications:

The June warrant was approved on a motion made by Mr. Gomes and seconded by Mrs. Sousa.
The July warrant was approved on a motion made by Mr. Mulvey and seconded by Mr. Gomes.
The vote was unanimous.

Report of the Director:

Lead Certificate

Lynn asked for the board's vote showing they are aware that we are following the Lead Certificate laws and we follow notification procedures for Federal and State Lead Paint Laws. We have all new tenants sign the lead law form. The tenant receives the information to read and we keep a copy of the signed form in their file. A motion was made to sign the Compliance Certificate by Mr. Mulvey and seconded by Mrs. Sousa. The vote was unanimous.

Top Five Salaries:

Lynn passed out to each Board Member a sheet of the Top Five Salaries for a vote from the Board stating they are aware of the Top Five Salaries and asked to sign the certificate of the Top Five Salaries. A motion was made by Mr. Gomes and seconded by Mr. Mulvey to sign the certificate. The vote was unanimous.

Fenton and Ewald Certified Letter

Lynn provided each member with a that states we are in good financial condition doing great in our reserves. DHCD would like all authorities to carry 30-35%. We are at 75%, and we have a new tractor and truck. We have not had to go into our reserves since we bought the tractor We are way over and are doing well.

Tenant Accounts Receivable:

One tenant has an unpaid balance that makes up 65% of the total balance, the tenant no longer resides here. Our accountant suggests that the board write off this amount and it will not count

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against us. It will be deemed uncollectable. The only loss we had was \$595.00 for the year due to the utilities, as we cannot predict the change in utility cost.

689 Property:

The 689 program showed a loss of \$987.00 for the fiscal year. This is due to replacing a hot water heater. The letter states that we are in better than expected condition and are above most small housing authorities of our type. Mr. Racine congratulated Lynn on a job well done. Lynn asked for a vote to accept the year end report. A motion was made by Mr. Gomes and seconded by Mrs. Sousa to accept the Year End report.

Sidewalks:

The bid has gone out for the sidewalks. We have been receiving calls from contractors. The Engineer for the electrical panel is coming today. He will look at 5-6 apartments and put together a sheet to go out to bid.

We received a call from the utility company informing us that we may be eligible for new boilers and possibly all new water heaters. They will do a walk through next week.

Vacancies:

All apartments are rented.

The Directors Report was accepted on a motion made by Mr. Mulvey and seconded by Mr. Gomes.

The vote was unanimous.

Maintenance Report:

Mike reported that he finished the vacant apartments. He installed a new kitchen in one of our units. With the assistance of the summer help, the swings were power washed and stained. Along with normal maintenance, he has been working on bids with RCAT with Greg. A motion was made by Mrs. Sousa and seconded by Mr. Gomes to accept the Maintenance Report. The vote was unanimous.

Tenants Comments:

One of the tenants stated that everything looks lovely.

Next Meeting Time and Date:

The next regular meeting will be held Wednesday, September 19, 2018 at 9:00 am.

Adjournment:

A motion was made to adjourn the meeting at 9:19 by Mr. Mulvey and seconded by Mr. Gomes. The vote was unanimous.

Recorded and prepared by:

Julie Benedetto, Administrative Assistant

Lynn S. Berube

Executive Director

All Meetings can be viewed by going to the Town of Acushnet, www.acushnet.ma.us Go to public access Channel 18.

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