

*Acushnet Housing Authority
23 Main St – Presidential Terrace
Acushnet MA 02743
Regular Meeting May 18th, 2022*

The meeting opened at 11:00 a.m. with Chairman Rene Racine presiding.

The following were present:

Mr. Racine
Mr. Gomes (absent)
Ms. von Jess
Mr. Brown

Others Present: Michael Cioper, Lynn Berube, Nancy Ludwig, Sue Perry, Maria Branco, Roberta Raymond, Connie Soares, Carol Cole, Louise Estrella, Vanessa Chaput, Donat Desrochers, Dan Ramos, Isabel Sousa, Cathi Martin, Linda Mello, Herve Letourneau

Review and vote on minutes of the previous regular meeting held on April 27th, 2022 and March 17th, 2022:

The March minutes were tabled.

April Minutes were accepted by Mr. Brown and seconded by Ms. von Jess. The vote was unanimous.

Bills and Communication:

- A. March 2022 warrant- a motion to accept made by Mr. Brown and seconded by Ms. von Jess. The vote was unanimous.
- B. April 2022 warrant- a motion to accept made by Mr. Brown and seconded by Ms. von Jess. The vote was unanimous.
- C. The Board reviewed the 10% Administration Fee that the Authority can collect on the original construction price of Formula Funded projects and the options on where to expend the money.
- D. The Board voted to purchase an outdoor patio dining set to be placed under the new pergola for resident use. Ms. von Jess made a motion to accept the purchase and Mr. Brown seconded the motion. The vote was unanimous.

Director's Report:

- A. Day to Day activities
The Executive Director explained to the Board that she received training on the Cap Hub website, and that the office will be receiving training the 3rd week of June on how to use the more efficient and user friendly P.H.A. Web. Lynn also discussed the upcoming Mass NHARO Conference 2022 and that the office members will be attending.
The Board was informed on the RSC classes and trainings. Lynn explained the Local Cultural Council Grant that A.H.A received, and all the art projects the tenants have been participating in.

Lynn informed the Board that the construction company had come and finished everything up. She is going to try to have the Old Colony School retrofit a piece for the doors for added security.

The handicap apartment is finished there will be one downstairs apartment ready for turnover when the tenant moves over to handicap apartment.

A motion was made to accept the Director's Report by Mr. Brown and seconded by Ms. von Jess. The vote was unanimous.

New Business:

The Board reviewed and approved to update or renew the following policies:

Air Conditioner- A motion to renew the policy date and keep the air conditioning policy the same was made by Ms. von Jess and seconded by Mr. Brown. The vote was unanimous.

Grievance Policy, and Grievance Policy-2

A motion to accept the grievance policy renewal date with the change stating that the Housing Authority shall have a single hearing officer and an alternate who will serve a seven-year term, was made by Mr. Brown and seconded by Ms. von Jess. The vote was unanimous.

Emergency List- A motion to accept the renewal of the existing emergency list was made by Ms. von Jess and seconded by Mr. Brown. The vote was unanimous.

Lockout Policy- A motion to accept the renewal of existing lockout policy was made by Mr. Brown and seconded by Ms. von Jess. The vote was unanimous.

Closet Policy- A motion to accept the renewal of existing closet policy allowing 2 totes 1 air conditioner was made by Mr. Brown and seconded by Ms. von Jess. The vote was unanimous.

Maintenance Report:

Mike reported that other than regular maintenance he finished up the handicap apartment and he was working on pergola.

A motion to accept Maintenance report was made by Ms. von Jess and seconded by Mr. Brown. The vote was unanimous.

Adjournment:

The meeting was adjourned on a motion made by Ms. von Jess and seconded by Mr. Gomes at 11:49am. The vote was unanimous.

Recorded and prepared by:

Nancy Ludwig, Administrative Assistant

Lynn S. Berube
Executive Director

FOR THE BOARD
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OFFICE OF THE
EXECUTIVE DIRECTOR