

Acushnet Housing Authority

*23 Main St – Presidential Terrace*

*Acushnet MA 02743*

*Regular Meeting*

*April 18, 2018*

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The meeting opened at 9:00 AM 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, Vanessa Chaput, Sue Perry, Marie Hardy.

The minutes of the March 28, 2018 meeting were approved on a motion made by Mr. Mulvey and seconded by Mrs. Sousa. The vote was unanimous.

***Bills and Communication:***

The warrant for March 2018 were approved on a motion made by Mr. Gomes and seconded by Mrs. Sousa. The vote was unanimous.

***Report of the Director:***

Vacancies:

Lynn reported there are currently 4 vacancies. Mike is working on the second-floor vacant apartments. A number of current tenants that had requested a first floor are moving to the first floor apartments.

Rear Walkway Update:

Lynn was pleased to report that the final procurement and packet for the rear sidewalk job is now at DHCD for approval.

Addendum #3/CIP Plan:

Contract for financial assistance 5001: Amendment amount \$87,085.00. Additional Funding to the formula funding master CFA for FY 2020 all developments for the preservation and modernization of state supported public housing and FY2017 extraordinary maintenance as specified in the Contract for Capital Improvement Work Plan/Approve Budget (Exhibit 1) and Timetable and Completion of the Work (Exhibit 2). All such work shall be subject to the requirements set out in the Commonwealth Terms and Conditions in Attachment A. Lynn asked for a vote from to accept Addendum #3 the Capital Improvement Plan. A motion was made by Mr. Gomes and seconded by Mrs. Sousa. The vote was unanimous.

Electric Box:

Lynn explained to the Board the condition of the electrical box holding the Meter. We have been working with DHCD to come up with possible solutions. She explained we need to hire an electrical engineer for no more than \$3,000.00. to oversee the project. We are going to receive the replacement monies from DHCD from our emergency fund. A motion was made by Mr. Mulvey and seconded by Mr. Gomes to hire an engineer to oversee the replacement of the

electrical box. A second motion was made by Mr. Mulvey and seconded by Mr. Gomes to replace the electrical box for no more than the amount of \$25,000.00. The vote was unanimous.

Town Meeting/Vote:

On May 14 at the Acushnet Town Meeting, there will be two articles regarding Presidential Terrace. The first article upgrading the fire alarms and adding emergency lighting. The second article is funding to put toward the vinyl siding project. The COA will provide transportation to our tenants so that they may vote if they are interested.

Goals:

The goal is to have the alarms, siding and sidewalks completed by October 2018.

***Capital Improvement 5-year plan:***

Garfield St.:

Certain windows and the rear sliding door need replacement. We have added the amount of \$9,631.00 for the work needed.

Looking ahead to the year 2022:

We will change all doorknobs to handicap handles. Install another handicap shower in one of the handicap units, providing the unit is vacant.

Looking ahead to the year 2023:

Replacement of kitchen cabinets and countertops. Inspections will determine which kitchens need to be replaced.

A motion was made to approve the 2019 Five Year Capital Improvement Plan by Mr. Mulvey and seconded by Mr. Gomes. The vote was unanimous.

A motion to accept the Directors Report was made by Mr. Gomes and seconded by Mrs. Sousa. The vote was unanimous.

***Maintenance Report:***

Mike reported that in addition to daily maintenance, he has been busy working on the vacant apartments. He cleaned the Electric Box. Also, he replaced a toilet, fixed a door and light fixtures at Garfield St. A motion to accept the Maintenance Report was made by Mr. Gomes and seconded by Mrs. Sousa. The vote was unanimous.

***Tenant Comments:***

None

***Next Meeting Time and Date:***

The next regular meeting will be held May 23, 2018.

***Adjournment:***

A motion was made to adjourn the meeting at 9:39 by Mr. Gomes and seconded by Mrs. Sousa. The vote was unanimous.

Recorded and prepared by:

Julie Benedetto

Administrative Assistant

Lynn S. Berube

Executive Director

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