

Bellingham Housing Authority – Meeting Minutes

January 9, 2024 at Depot Court 6 pm

1. Meeting called to order at 6:00

The following members present:

- Linda Cartier – Chairperson
- Debra Sacco – Vice Chairperson
- Ronald Paulhus – Treasurer
- Jim Fitzpatrick – Assistant Treasurer - Tenant Board Appointee
- Christopher Remillard – Board Member
- Edward Pelletier – Executive Director
- Cathy Vaillant – Administrative Assistant

2. Approval of Minutes

- Mr. Remillard motions to approve December 12, 2023 minutes along with Annual Plan Hearing Minutes, Mr. Fitzpatrick seconds, approval of both minutes, changes to be made to correct board meeting date as well as record Mrs. Sacco absent, once corrected all in favor, motion passes 5-0

3. Old Business

- Fee Accountant informed us not to move forward with Green Harbor Energy AEC buyout

4. New Business

- Formula Funding Award for FY2026 needs a board vote to be approved. Mr. Remillard motions to approve Formula Funding Award for FY26, Mrs. Sacco seconds, all in favor, motion passes 5-0

5. Treasurer's Report

- Reviewed check registers
- Reviewed ACH Debit Card Transactions

6. Fee Accountant Report

- Cost Comparatives for October not available from accountant at this time
- Reviewed MMDT Statements

7. Executive Director Report

- Worked with the Fee Accountant on FY25 Budget, it should be available next meeting for board review and vote
- Reviewed FY23 AUP Report
- LHA Board Member Training must be completed by all members, currently dealing with tech issues where link with course isn't being delivered, will be working to get resolution and get training link to board members to complete
- Storm last week left WM without power for over 24hrs, tenants used community room and other tenants went the extra mile and got hot meals donated as well as made sandwiches for everyone to ensure they had food. Minimal damage from storm and cleanup went well.
- Annual unit inspections will begin in February and complete in March.
- Mini split/Heat Source pumps cleanings are scheduled as well
- Occupancy Report: 667-1, has two (2) vacancies, no other vacancies
- Maintenance Report: Work orders being completed in a timely manner; Storm cleanup complete and mini splits scheduled for maintenance cleaning inside and outside.

8. Public Input

- None

9. Any other business that may legally come before the board

- None

10. Meeting Closure

- Next meeting is February 13, 2024 at Wrentham Manor at 6:00.
- Mr. Remillard motions to adjourn meeting, Mr. Paulhus seconds, all in favor, meeting adjourned at 6:15pm.