

Bellingham Housing Authority – Meeting Minutes

January 10, 2023 at Depot Court

1. Meeting called to order at 6:02

The following members present:

- Christopher Remillard – Chairperson
- Randy Hall – Vice Chairperson
- Debra Sacco – Treasurer
- Ronald Paulhus – Assistant Treasurer
- Linda Cartier – Board Member
- Edward Pelletier – Executive Director
- Cathy Vaillant – Administrative Assistant

2. Approval of December 13th, 2022 Minutes

- Mr. Paulhus motions to approve minutes, Mrs. Sacco seconds, Minutes approved, all in favor, motion passes 5-0

3. Public Input

- None

4. Old Business

- The grant application for a Tri-Valley resident service coordinator (RSC) to be assigned to BHA is expected to be approved in February. Pending notice from DHCD.

5. New Business

- BHA completed the removal of about 4' feet of trees and shrubs at Depot Court behind buildings 60, 70 & 80. After the recent large wind storm and limbs that were down BHA wanted to ensure that no trees were within falling distance of any buildings for safety concerns.

6. Treasurer's Report

- Check registers for the month were left out of packet, they were emailed to board members the next day on January 11, 2023 for review.

- There were no ACH debit card purchases made to review.

7. Fee Accountant Report

- Review of the cost comparative and the MMDT Summary Report. Was questioned about being over on the security cameras. BHA explained that they were needed upgrades for blind spots. Also, BHA at WM had a group of individuals raid any unlocked cars looking for valuables to steal and having these cameras is a much needed safety feature. As previously explained by the accountant, the budget for all work item numbers 23-1 to 23-7 are interchangeable, so long as the budget within this category of 4610 is not exceeded.

8. Executive Director Report

- Annual recertifications have begun, several have already been returned and completed. Goal is to have them all done by end of February.

- Annual unit inspections will begin February 1st thru mid- March, with all units needing to be inspected NLT 31 March 2023

- The annual required audit will be done on February 3rd for FY's 21 and 22.

- BHA is meeting with the fee accountant next week to go over and review for budget request for FY24. Goal is to have it ready for review at February board meeting.

- Generator at DC is up and running with fence around it

- Removal of trees and shrubs at DC cleared 4' back at 60, 70 & 80.

- Occupancy Report: One (1) vacancy at 667-2 as of 12/18/2022.

- Maintenance Report: The turnover at 65 WM will be completed this week

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

- None

10. Meeting Closure

- Next meeting is February 14th, 2023 at Wrentham Manor at 6:00.

- Mrs. Sacco motions to adjourn meeting, Mr. Paulhus seconds, all in favor, meeting adjourned at 6:25 pm.