

## **Bellingham Housing Authority – Meeting Minutes**

**March 12, 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

- Mrs. Sacco motions to approve February 27, 2024 minutes Mr. Remillard seconds, approval of February 27, 2024 minutes, all in favor, motion passes 5-0

### 3. Old Business

- None

### 4. New Business

- None

### 5. Treasurer's Report

- Reviewed check registers
- Reviewed ACH Debit Card Transactions

### 6. Fee Accountant Report

- Cost Comparative reviewed
- Reviewed MMDT Statements

## 7. Executive Director Report

- Annual unit inspections are underway and will be complete by March 31, 2024
- Annual tenant recertifications are being completed
- Sewer Pipes Replacement FISH 025070 at 705 program will be starting soon once construction meeting occurs
- Occupancy Report: 667-1, has two (2) vacancies, 667-2 has one (1), no other vacancies besides the new AHVP program start up underway
- Maintenance Report: Work orders being completed in a timely manner, turnovers being completed

## 8. Public Input

- None

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

- None

## 10. Meeting Closure

- Next meeting is April 9, 2024 at Wrentham Manor at 6:00.
- Mr. Remillard motions to adjourn meeting, Mr. Fitzpatrick seconds, all in favor, meeting adjourned at 6:10pm.