

Bellingham Housing Authority – Meeting Minutes

June 14th, 2022 at Depot Court

1. Meeting called to order at 6:00

The following members present:

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

2. Approval of May 10th, 2022 Minutes

- Table and review March and May Minutes in August. Mrs. Sacco motions to approve, Mr. Hall seconds, all in favor, motion carries. No July meeting passed 5-0

3. Public Input

- Tenants present informed going forward for August all requests to speak during public input must be put in writing a minimum of 1 week prior, as well as notices were already sent out
- Direct Deposit brought back, only for the 3rd of the month or prior business day
- Tenants asked about community room use for classes or activities. Tenants informed they are free to make flyers and use room for activities they wish to plan or coordinate
- New fire alarms are too sensitive, some defective sensors have been replaced, recommended closing bedroom doors when cooking to prevent heat sensors being activated

4. Operating Budgets

- none

5. Correspondence

- none

6. Treasurer's Report

- none

7. Accountants Report

- No questions

8. Old Business

- Possible Center St project reviewed floor plans and possible layouts. Going to go into more detail during an executive session following the August board meeting. Work on finding out the process of selling Arthur St and using that money to add to Center St. project

9. New Business

- Collection of loss for 2 tenants from 2021 tabled, no hard amounts in packet
- New Juneteenth federal holiday to be added to holiday leave policy, Mrs. Sacco motion to approve, Mrs. Cartier seconds, all in favor, motion carries
- (Randy Hall leaves meeting due to illness)
- New public input policy, to have in writing requests a week in advance, so it can be reviewed and approved for board meeting agenda. Mrs. Sacco motions to approve, Mr. Paulhus seconds, Mrs. Cartier opposed, motion passed 3-1

10. Executive Director Report

- New fire alarm defective sensors replaced
- No Vacancies
- Going to inquire about selling Arthur Street property, ask Mr. Conlon timeline to hold or spend proceeds to fund another project. Look into other ways to make Arthur St more energy efficient and affordable long term for tenant and BHA
- Ed Pelletier has completed 5 training certifications
- Refund of pet deposits still being investigated by Executive Director
- Operating budget submission is approved by DHCD
- Maintenance Report: Mini Split cleaning done at DC & WM started, lawn care underway, work orders done timely, repairing ceilings in hallways from lighting upgrade, spring & post construction cleanup of hallways completed.

11. Executive Session

- Session planned for month of August following meeting

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

- Town Appointed Tenant Board Member Organization Waiver request form, Mr. Paulhus motion to approve, Mrs. Sacco seconds, all in favor, motion carries
- Need to update BHA website, corrective action agreed upon procedures along with agenda, minutes, and contacts etc
- Add reorganization of board to August agenda

13. Meeting Closure

- Next meeting is August 9, 2022, at Wrentham Manor at 6:00
- Mr. Paulhus motions to adjourn meeting, Mrs. Cartier seconds, all in favor, meeting adjourned 7:28pm