

Bellingham Housing Authority – Meeting Minutes

August 9th, 2022 at Wrentham Manor

1. Meeting called to order at 6:02

The following members present:

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

2. Approval of March, April, May and June Minutes

- Mrs. Cartier motions to approve March, all in favor, motion passes
- Mrs. Cartier motions to approve April, with changes to be made on bullet 13, Mrs. Sacco motioned approval and Mr. Paulhus second. All in favor of approval of April minutes upon changes, motion passes
- Mrs. Cartier motions to approve May, all in favor, motion passes
- Mrs. Cartier motions to table June until she can listen to the recording, Mr. Paulhus seconds, Mr. Hall motions Nay, motion tabled 4-1

3. Reorganization of the Board

- Mr. Pelletier entertains motions to reorganize the board. Mr. Remillard motions to reorganize, Mrs. Sacco seconds, Mr. Hall motions Nay, 4-1 motions passes
- Mr. Pelletier takes motions for Chairman of the Board, Mr. Paulhus nominates Mr. Remillard, Mr. Hall seconds. Mrs. Cartier nominates Mrs. Sacco, Mrs. Sacco declines. Mrs. Sacco nominates Mrs. Cartier, Mrs. Cartier declines. All in favor of approval of Christopher Remillard as Chairman, motion passes
- Mr. Remillard entertain motions for Vice Chairman. Mr. Remillard nominates Mr. Hall, Mr. Paulhus seconds. Mrs. Sacco nominates Mrs. Cartier, Mrs. Cartier seconds. All those in favor of Mr. Hall, 3 votes with Mr. Hall, Mr. Remillard and Mr. Paulhus. All those in favor of Mrs. Cartier, 2 votes with Mrs. Cartier and Mrs. Sacco, Mr. Hall is Vice Chairman with 3-2 vote, motion passes
- Mr. Remillard nominates Mrs. Sacco for Treasurer, Mr. Hall seconds, all in favor, motion passes 5-0
- Mrs. Cartier nominates Mr. Paulhus for Assistant treasurer, Mr. Remillard seconds, all in favor, motion passes 5-0

Motion to close the nominations, Mrs. Cartier motions, Mr. Paulhus seconds, all in favor, motion passes 5-0

4. Public Input

- Tenants like the improvements to community room with blinds and curtains

5. Old Business

- Still need to fix voicemail for housing authority
- Mr. Remillard to approve and execute a DocuSign for the FYE25 grant with ARPA for \$145,475, all in favor, motion passes 5-0

6. New Business

- Mrs. Cartier refers to a legal class she took through DHCD on July 14th in which she learned every board member should have their own BHA email, and that no personal emails should be used for correspondence
- Mrs. Remillard references a weird call he got asking if the board would sell Depot Court. He stated it wasn't for sale and was just bringing it to the board's attention

7. Treasurer's Report

- No bank statements and no checks included, just the check registers and audit report

8. Accountant's Report

- Per DHCD, FYE23 Budget returned for reallocation of work item number 23-6, consulting fee of \$20,000

9. Executive Director Report

- Certificate of substantial completion to be signed, fire alarm work is done, needs to be voted on. Mrs. Sacco Motions to approve, Mr. Hall seconds, all in favor motion passes 5-0
- No Vacancies
- Continuing Executive Director training, 1 more class complete, 7 in total now. Cathy to complete training courses in August and November
- Recertifications at 95% complete for WM/DC/ MRVP/705

Executive Director Report cont.

- Return of auto rent payments started 1 July and running smoothly
- Vacant unit fees assessed by DHCD, prior to Mr. Pelletier's start
- Administrative Assistant plans to make fulltime.
- Maintenance Report: Had to buy a new washer, cost was \$2,700. Work orders completely quickly. Patching and painting in community rooms nearly complete at WM and DC. Painting with semi-gloss of exterior doors has been started at WM. Generator project has been started, cement laid, Parco gas to run the lines, electricians are getting ready.
- National Grid on the same power as across the street, call to separate it so we don't have another incident like when sewer pump was turned off and caused the overflow.

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

Mrs. Felice is happy about her automatic door opener being installed

11. Meeting Closure to Public

- Next meeting is September 13th, 2022 at Depot Court at 6:00.
- Mrs. Sacco motions to adjourn meeting, Mr. Hall seconds, all in favor, meeting adjourned into executive session at 6:50pm.

12. Executive Session

- Called to order at 7:00pm
- Steve Venincasa on site to discuss plans for possible Center Street units to be built. Recording can be found on the google shared drive.
- Mrs. Cartier motions to close executive session, all in favor, motion carries, meeting adjourned 7:30pm.

Bellingham Housing Authority

Date: 9 AUGUST 2022

Time: 7:00 pm - 7:30 pm

Motion to Enter into Executive Session in order to:

1. To discuss the reputation, character, physical condition or mental health rather than the professional competence of a particular individual, or to discuss the discipline or dismissal of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual.
2. To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.
3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.
4. To discuss the deployment of security personnel or devices, or strategies with respect thereto.
5. To investigate charges of criminal misconduct or to consider the filing of criminal complaints.
6. To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.
7. To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements.
8. To consider or interview applicants for employment of appointment by a preliminary screening committee.
9. To meet or confer with a mediator, as defined in Section 23C of Chapter 233, with respect to any litigation or decision on any public business within its jurisdiction involving another party, group or entity.
10. To discuss trade secrets or confidential, competitively-sensitive or other proprietary information provided in the course of activities conducted by a governmental body as an energy supplier under a license granted by the Department of Public Utilities pursuant to Section 1F of Chapter 164, in the course of activities conducted as a municipal aggregator under Section 134 of said Chapter 164 or in the course of activities conducted by a cooperative consisting of governmental entities organized pursuant to Section 136 of said Chapter 164.

Record roll call vote of each member:

Randall Hall
Christopher Remillard
Ronald Paulhus
Linda Cantier

Linda motions to close session. All in favor. motion carries

The meeting will reconvene in open session: Yes X No