

# Town of Bellingham MA

10 Mechanic Street, Bellingham MA 02019

## MINUTES03.14.2017Amended

Bellingham Housing Authority  
Meeting Minutes  
March 14, 2017 held at Wrentham Manor

- Call to Order at 6:09 p.m. Announcement made that meeting is being recorded.

The regular meeting of the Housing Authority Board of Commissioners was held at Wrentham Manor. The following members, staff and others were present:

Joseph M. Hall, Chairman	Lawrence J Sposato, Jr, Vice Chairman
Linda Cartier, Treasurer	Debra Sacco, Assistant Treasurer
Sandra L Tracy, Commissioner	Monique Bergeron, Executive Director
Residents	

- Approval of minutes of January 10, 2017 minutes
  - Mr. Sposato made a motion to accept the minutes, seconded by Mrs. Tracy, discussion regarding the recorder (noted in minutes), all in favor, motion carried.
- Approval of February 14, 2017 minutes
  - Mrs. Sacco made a motion to accept the minutes, seconded by Mrs. Tracy, discussion.
  - Mrs. Cartier made note that in Section 4.4 Mrs. Cartier made the motion which was seconded by Mrs. Sacco. Additionally, in Section 7 there should be a note that the fire department was also in attendance at the Elderly Mental Health meeting.
  - All in favor, Mr. Sposato abstained, motion carried with amendments.
- Public Input
  - Mrs. Cerutti was impressed that the sidewalk repairs seem to be moving forward.
  - Mrs. Cartier inquired if Mrs. Bergeron instructed staff to stay in the Community Room during power outages; discussion regarding power outages ensued. Mrs. Bergeron reiterated that tenants should be prepared in cases of emergency; a staff member will always be on site and tenants should contact National Grid if their power goes out.
- Correspondence
  - Public Housing Notice 2015-08/Public Housing Notice 2017-06 Clarification Notice
  - Mrs. Bergeron spoke to Cate Mingoya who referred to the Secretary of State's Office. The Secretary's office stated that the plan is going forward and the position will be considered a "hold over" until final regulations are released. The state has not released any formal timeline for the regulation release.
- New Business
- Resolution 2017-04 Contract approval for FISH# 025040 705-2 21 Arthur St Bathroom Rehab & Floor Framing Repairs
  - Mrs. Bergeron presented a request to approve the contract for Arthur St repairs. Discussion ensued regarding bid cost, construction and relocation of tenants.
  - Motion made by Mrs. Sacco, seconded by Mrs. Cartier, all in favor, motion carried.

- Resolution 2017-05 Contract approval for Capital Improvement Work Plan No 025018
  - Mrs. Bergeron presented a request to approve the contract for the capital improvement plan.
  - Motion made by Mrs. Sacco, seconded by Mrs. Cartier, all in favor, motion carried.
- Treasurer's Report
  - Mrs. Cartier asked if we hired a new staff member. Mrs. Bergeron stated that she has hired Norman Bileau as a new part-time maintenance laborer. All other questions were answered appropriately.
- Accountant's Report
  - Mr. Hall inquired about the increased income from the Section 8 program. Mrs. Bergeron explained that the increase is due to the increase in payments out to owners.
- Executive Director's Report
  - Highlights of report presented
  - Met with Cybersense to prepare CIP; attended Violence Against Woman's Act (VAWA) training; met with LEPC at Bellingham Police Station for Mock Disaster Training for Emergency Operations Center – Wrentham manor plane crash; hosted pre-construction meeting for FISH# 025040 Arthur St Rehab & repairs.
  - Discussion regarding tenant accounts receivable.
- Any other business that may legally come before the board
- Meeting Closure
  - Next meeting April 11, 2017 with an Executive Session meeting.
  - Motion to adjourn made by Mrs. Cartier, seconded by Mrs. Sacco, all in favor, motion carried.