

Attleboro Housing Authority
Minutes
August 24, 2023

A regular meeting of the Attleboro Housing Authority was held on Thursday, August 24, 2023 in the River Court Community room, 4 Hodges Street. Chair Kathleen Park called the meeting to order at 5:45 PM.

Present: Kathleen Park, Jo-Ann Vaughn and Steven DuPlessie

Absent: Narvy Kes-DesLauriers

I. Approval of Minutes May 25, 2023.

Commissioner DuPlessie made a motion to approve minutes of May 25, 2023 as presented. Commissioner Vaughn seconded the motion. Approved 3-0.

II. Approval of Warrant #372

Commissioner Vaughn made a motion to approve Warrant #372 and the addendum as presented. Commissioner DuPlessie seconded the motion. Approved 3-0.

Approval of Warrant #373

Commissioner Vaughn made a motion to approve Warrant #373 and the addendum as presented. Commissioner DuPlessie seconded the motion. Approved 3-0.

Approval of Warrant #374

Commissioner Vaughn made a motion to approve Warrant #374 and the addendum as presented. Commissioner DuPlessie seconded the motion. Approved 3-0.

III. Year-End Certificates.

The Executive Director reviewed the year end certificates with the Board. Which included the lead paint acknowledgement, Tenants Accounts Receivable, Top 5 Compensated Employees and Financial Reports. The Board signed off on all the certificates.

III. Executive Director Report.

1. *Financial Statement.* The Executive Director reviewed the Monthly Financial Statements for the period ending June 30, 2023, which are also the year end results. He pointed out that revenues (rents) and expenses came in at 107% to budget. All expense categories were in line except legal costs, which substantially exceeded budget.
2. *Occupancy Report.* The Executive Director reviewed with the Board of Commissioners the Occupancy report for the period ending June 30, 2023. The Executive Director reported a 96% occupancy rate.
3. *Tenant Accounts Receivable.* The Executive Director reviewed with the Board of Commissioner's the Tenants Account Receivable report for period ending June 30, 2023.

4. *Resident Services Coordinator Report.* The Executive Director reviewed with the Board of Commissioner's the Family Self Sufficiency report for the period ending June 30, 2023.
5. *Family Self Sufficiency Report.* The Executive Director reviewed with the Board of Commissioner's the Resident Services Coordinator report for the period ending June 30, 2023.
6. *Public Housing Specialist Report.* The Executive Director reviewed with the Board of Commissioner's the Public Housing Specialist report for the period ending June 30, 2023.
7. *Wage Match Acknowledgement.* The Executive Director reviewed the Wage Match Program and provided the Board a copy of the pertinent Public Housing Notice.

Commissioner DuPlessie made a motion to acknowledge receipt of PHN2023-03 and understanding of Wage Match Protocols. Approved 3-0.

IV. Emergency and Capital Improvement Projects

- A. River Court Apts. (667-5) FISH #016124 Geothermal Heat/Second Elevator Initiative.
The Executive Director reported the punch list is ongoing operational concerns with the new elevator.
- B. Kitchen Upgrade (689 sites).
The Executive Director stated that the kickoff meeting was held on May 12, 2023.
- C. Interior Painting (689 sites) #016170.
The Executive Director stated awaiting the beginning of construction.
- D. Retaining Wall Survey (200-Hillcrest Oaks Family) #016771.
The Executive Director awaiting follow up by EOHLC.
- E. Exterior Siding Phase 1 (667-Brookside) #016172.
The Executive Director stated he is awaiting EOHLC permission to bid.

Management – Other.

- A. Public Housing Notice 2023-06.
The Executive Director reviewed PHN 2023-06 Mediation services for tenants. The Executive Director reported that he referred several residents disputes to Martha's Vineyard Mediation and is awaiting feedback.
- B. Staff Development.
 - No Updates
- C. Management Agreements.
 - Seekonk – Fire in Building 22 – 5 residents displaced. Coordinating repairs and relocation with insurance company.
 - Plainville – AUP recently conducted. Results were very good.
 - Sharon – Continue to work on filling vacant units. One Administrative staff vacancy.

D. Upcoming Board Meetings.

- Next Board Meeting September 28, 2023.

III. Attleboro Housing Authority Tenants Association.

1. Hillcrest Oaks and 705 Family Sites Tenant Association. No Report.

IV. Old Business.

None.

V. New Business.

None.

VI. Open Comments.

1. Residents –

- A Maple Terrace resident questioned whether her re-certification had been completed and also stated she felt that other residents were not being asked for the same level of detailed information. The Director stated he would have the Housing Specialist look into it. Chair Park stated that re-certs should be done on a consistent basis.
- A Maple Terrace resident reported that the rear door of Building 18 was “falling off”. The Executive Director stated he would have maintenance look into; and reminded residents to call problems into the office as soon as they become aware of them.
- A Maple Terrace resident complained about people speeding through the development.
- Another Maple Terrace resident reiterated problems with speeding and suggested speed bumps to be installed.
- A Maple Terrace resident reported that smoking is quite extensive in the building. Commissioner Vaughn said she wanted to speak to other LHA’s about how they have implemented a no smoking policy.
- A Maple Terrace resident stated she needed a new shower handle.
- A Maple Terrace resident complimented the maintenance staff on doing a very good job.

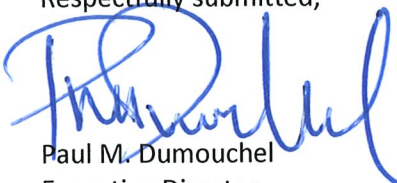
2. Public – None in attendance.

3. Press – None in attendance.

4. Motion to Adjourn

Commissioner DuPlessie made a motion to adjourn the meeting at 6:55 PM. Commissioner Vaughn seconded the motion. Voted 3-0.

Respectfully submitted,



Paul M. Dumouchel
Executive Director