

Attleboro Housing Authority
Minutes
September 18, 2024

A regular meeting of the Attleboro Housing Authority was held on Wednesday, September 18, 2024 at 4 Hodges Street, in the Community Room. Chair Steve DuPlessie called the meeting to order at 5:45 PM.

Present: Steve DuPlessie, Narvy Kes-DesLauriers, Jo-Ann Vaughn, Cyndee Goodinson (joined at 5:59pm), and Thomas Morin.

Absent: None

I. Budget Report

- a. Dan Robillard presented each program of the budget; things look good, no bad news, best financial situation he's seen. State allowed budget increase of 12% = \$279,000; 9% salary increases for admin staff, a few exceptions. Award from state for resident services coordinator = \$60k grant, up to \$70k next year; farming out services to Mansfield. Maintenance labor salaries going up 18%; adding another position once approved.
- b. Dan went through each program's financial statement. He summarized reserves; current operating reserves for each program = total \$1.7 million
- c. Motion made by J. Vaughn to approve fiscal year 2025 budget; motion seconded by T. Morin; no discussion; motion carried 5-0.

II. Intro and Presentation by Chyvonn Miller, Regional Director of Resident Services Coordinators

- a. Chyvonn is a liaison for residents; SSI help; helps residents with obtaining food stamps; legal advocate; training other housing authorities; started on-site food pantries, federal food program; Digger food trucks; grants for other programs (chair aerobics, etc.); works with LTOs to help them be successful

III. Approval of Minutes June 24, 2024

- a. Motion to approve the minutes by C Goodinson; seconded by J. Vaughn; motion carried 5-0

IV. Approval of Check Warrants #385, #386, and #387

- a. Motion made by N. Kes-DesLauriers to approve check warrants #385, #386, and #387; motion seconded by T. Morin; motion carried 5-0

V. Executive Director Report

- a. Vacancy update: down to 11 vacancies; heading in the right direction; one unit Brookside #212 offered 4x turned down 4x; Rivercourt #202 Seekonk Housing resident

living there temporarily because of a fire in his unit in Seekonk; highlighted Sheila Paquette's hard work.

- b. No Smoking Policy: going into effect Oct 1; want to be fair to smokers and nonsmokers; bottom line: don't smoke in the buildings, be respectful of everybody
 - i. Many comments/questions from residents concerning various "what-if" situations
 - ii. Motion to approve the No Smoking Policy made by C. Goodinson; seconded by J. Vaughn; no discussion; motion carried 5-0
- c. Patrick Higgins open meetings request: Paul responded to the request by providing all requested information.
- d. State funded projects update: completion has been approved, motions needed
 - i. Motion made by T. Morin to affirm prior approval of sub completion of geo thermal 2nd elevator project; seconded by J. Vaughn; motion carried 5-0.
 - ii. Motion made by T. Morin to affirm final completion of geo thermal 2nd elevator project; seconded by N. Kes-DesLauriers; motion carried 5-0.
- e. Updates on other projects
 - i. Motion made by C. Goodinson to approve change order \$967.27 for siding project; seconded by T. Morin; motion carried 5-0
 - ii. Motion made by T. Morin to submit application to get 016167 admin fee \$2226.44; seconded by J. Vaughn; motion carried 5-0
 - iii. Motion made by C. Goodinson to approve entering into contract with Homer Contracting for phase 2 of Brookside siding project \$347,000; seconded by T. Morin; motion carried 5-0
 - iv. Weatherization update: all done except for Hillcrest development; new thermostats, showerheads, etc.
- f. Personnel updates: Admin assistant Mariana left suddenly in June for family reasons; Sarah Goetzinger is the new admin assistant, contracted with Alpha Group; after her 8-week temp period is over, Sarah will be joining us permanently.

VI. Old Business (None)

VII. New Business

- a. Next meeting Oct 24 at 4 Hodges St. 5:45pm
- b. J. Vaughn expressed positive comments about the Strategic Planning meeting on Saturday, Sept 14; C. Goodinson also expressed positive comments on the meeting; P. Dumouchel said he got great feedback from the staff and meeting attendees about the Strategic Planning.
- c. LTO report (None)
 - i. Ms. Gray-Goffigan left the meeting before her report.

- d. Tenant questions/comments
 - i. Concerns about snowplows plowing in the parked cars; not the housing policy to shovel people out
 - ii. Dust behind driers in Rivercourt a concern as well; dryer doors need to be cleaned as well
- VIII. Adjourn
 - a. Motion made by J. Vaughn to adjourn; meeting adjourned at 7:08pm

Respectfully submitted,

Paul M. Dumouchel
Executive Director