

Attleboro Housing Authority  
Minutes  
December 6, 2023

A regular meeting of the Attleboro Housing Authority was held on Wednesday 6, 2023 via Go To Meeting. Chair Kathleen Park called the meeting to order at 5:48 PM.

\*Prior to the beginning of the meeting, newly installed Commissioner Goodinson gave a few introductory comments to the other Board Members. She is looking forward to serving.\*

Present: Kathleen Park, Steve DuPlessie and Narvy Kes-DesLauriers, Jo-Ann Vaughn, Cyndee Goodinson

Absent: Steve DuPlessie

I. Approval of Minutes October 26, 2023.

Commissioner Kes-DesLauriers made a motion to approve minutes of October 26, 2023 as presented. Commissioner Vaughn seconded the motion. Approved 3-0-1.

(Park, Kes-DesLauriers, Vaughn voted in affirmative; none voted in the negative; Goodinson abstained)

II. Approval of Warrant #377

Commissioner Kes-DesLauriers made a motion to approve Warrant #377 and the addendum as presented. Commissioner Vaughn seconded the motion. Approved 3-0-1.

(Park, Kes-DesLauriers, Vaughn voted in affirmative; none voted in the negative; Goodinson abstained)

III. Executive Director Report.

1. *Operating Statements.* For period ending October 31, 2023. No questions from the Board.

2. *Occupancy Report.* The Executive Director provided an update on vacancies. Currently nine vacancies with two additional upcoming.

3. *Tenant Accounts Receivable.* No questions from the Board.

4. *Resident Services Coordinator Report.* No questions from the Board.

5. *Family Self Sufficiency Report.* No questions from the Board.

IV. Emergency and Capital Improvement Projects

A. River Court Apts. (667-5) FISH #016124 Geothermal Heat/Second Elevator Initiative. The Executive Director reported they are still awaiting substantial completion.

B. 17 Peck Street Interior Painting/91 George Street New Rear Entry Door (705) FISH #016167

The Executive Director stated the kick off meeting was held on Monday, December 4, 2023.

- C. Kitchen Upgrade (689 sites). #0161470  
No update, work is progressing.
- D. Retaining Wall Survey (200-Hillcrest Oaks Family) #016171.  
The Executive Director stated scope of services has been completed.
- E. Exterior Siding Phase 1 (667-Brookside) #016172.  
The Executive Director stated bidding to occur early in January 2024.

V. Management – Other.

- A. Public Housing Notice 2023-21.  
The Executive Director stated the renewal rates are in for property coverage and there are substantial increases coming.
- B. Staff Development.
  - Staff retreat on Mental Health First Aid Seminar was held on October 21, 2023 and was well received by the staff.
- C. Tenant Accounts Receivable Write-Off's.  
Commissioner Kes-DesLaurier made a motion to authorize Attleboro Housing Authority to write-off additional tenant balances totaling in the 667 program \$2,384.00. Commissioner Vaughn seconded the motion. Approved 4-0.
- D. Management Agreements.  
Seekonk – Reconstruction work on damaged units ongoing.  
Plainville – No updates.  
Sharon – Air sourced heat pumps installation beginning.
- E. Attleboro Housing Associates, Inc.  
RFP has been submitted and received. Meeting scheduled with city representatives on December 15, 2023.
- F. For Transparency Reasons.  
The Executive Director informed the Board that Briley Harnois, the daughter of Deputy Director, Christina Harnois would be working at the AHA as a seasonal employee during the Christmas break. She will be tasked with identifying items in the basement that should be disposed of and other organizational tasks.  
Commissioner Vaughn stated that as long as this is a seasonal endeavor, and not a permanent position, it would be acceptable. The other Commissioners agreed.
- G. Upcoming Board Meetings.
  - Next Board Meeting January 25, 2024.

VI. Attleboro Housing Authority Tenants Association.

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

VII. Old Business.

None.

VIII. New Business.

- Chair Park announced her resignation, effective at the conclusion of tonight's meeting. Board members and Executive Director thanked her for her years of dedicated service.

IX. Any unforeseen items arising within 48 hours of the meeting that could be included on the Board Agenda. None.

X. Open Comments.

1. Residents – None.
2. Public – None.
3. Press – None in attendance.
4. Motion to Adjourn

Commissioner Vaughn made a motion to adjourn the meeting at 6:20 PM. Commissioner Kes-DesLauriers seconded the motion. Approved 4-0.

Respectfully submitted,



Paul M. Dumouchel  
Executive Director