

Attleboro Housing Authority
Minutes
September 22, 2022

A regular meeting of the Attleboro Housing Authority was held on Thursday, September 22, 2022 virtually via Go To Meeting. Chairperson Kathleen Park called the meeting to order at 5:53 PM.

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

Absent: Narvy Kes-DesLauriers

I. Approval of Minutes August 25, 2022.

Commissioner DuPlessie made a motion to approve minutes of August 25, 2022 as presented. Commissioner Vaughn seconded the motion. Approved 3-0.

II. Approval of Warrant #363.

Commissioner Vaughn made a motion to approve Warrant #363 and the addendum as presented. Commissioner DuPlessie seconded the motion. Approved 3-0.

1. *Financial Statement.* The Executive Director reviewed with the Board of Commissioners the financial statements for the period ending August 31, 2022. The Executive Director stated that the budget due date will be November 15, 2022. Fee Accountant, Dan Robillard will present the 2023 Fiscal Budget at the October meeting.
2. *Occupancy Report.* The Executive Director reviewed with the Board of Commissioners the Occupancy report for the period ending August 31, 2022. The Executive Director stated there are currently 9 vacancies.
3. *Tenant Accounts Receivable.* The Executive Director reviewed with the Board of Commissioner's the Tenants Account Receivable report for period ending in August 31, 2022. Rental delinquencies have increased due to the end of the SHERA program and the RAFT program takes a longer time period to be approved or denied.
4. *Family Self Sufficiency Report.* The Executive Director reviewed with the Board of Commissioner's the Family Self Sufficiency report for the period ending August 31, 2022. The Executive Director stated that HUD has approved the modification to the Family Self Sufficiency Action Plan.
5. *Resident Services Coordinator Report.* The Executive Director reviewed with the Board of Commissioner's the Resident Services Coordinator report for the period ending August 31, 2022. The Executive Director stated that regular flu clinics have been scheduled at all AHA locations.

III. Emergency and Capital Improvement Projects

- A. River Court Apts. (667-5) FISH #016124 Geothermal Heat/Second Elevator Initiative. The Executive Director stated that the two week look ahead was provided. The thermostats originally ordered were the incorrect models. They have been reordered

and the contractor is awaiting a delayed delivery. The next step will be to have the elevator inspected and a final walk thru with the architect.

- B. Fire Alarm Panel Replacement (667) #016163. The Executive Director stated that Fire Alarm Panel Replacement project has been completed. A punch list was included in the board packet.

Commissioner DuPlessie made a motion to approve the Certificate of Substantial Completion for Project #016163 Fire Alarm Panel Replacement. Commissioner Vaughn seconded the motion. Approved 3-0.

- C. Kitchen Upgrade (689 sites). The Executive Director stated the construction documents are prepared and we are awaiting DHCD approval to begin the bidding process.
- D. Interior Painting (689 sites) #016170. The Executive Director stated that this project has been moved to Spring schedule to start the bidding process.
- E. Exterior Siding Phase 1 (667-Brookside) #016172. The Executive Director stated that work order recommendations have been submitted and we are awaiting a fee proposal. A detailed email was included in the board packet.

Management – Other.

- A. Personnel.
 - The Public Housing Specialist. Two interviews have been conducted and once references have been checked a determination will then be made.
- B. Upcoming Board Meetings.
 - Thursday, October 27, 2022
- C. Miscellaneous.
None

IV. Attleboro Housing Authority Tenants Association.

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

V. Old Business.

None.

VI. New Business.

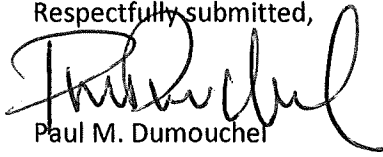
None.

VII. Open Comments.

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

Commissioner Vaughn made a motion to adjourn the meeting at 6:25 PM. Commissioner DuPlessie seconded the motion. Voted 3-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Paul M. Dumouchel", written in a cursive style.

Paul M. Dumouchel
Executive Director