

A regular meeting of the Plymouth Housing Authority was held on Monday December 14, 2015 at 9:30 a.m. at the office of the Authority located at 130 Court Street, Plymouth, MA. The following were in attendance:

Melvin Cotti

Douglass Gray

David Ward

Jeffrey Metcalfe

Nicole Long

Dede Riendeau

Paul Blanchard

Members were asked if there were any changes, corrections or omissions to the October minutes. There being none, David Ward made a motion seconded by Jeffrey Metcalfe to approve the minutes as prepared. The motion passed on a 5-0 vote.

Paul Blanchard reviewed the 2016 Capital Fund Plan with members. Mr. Blanchard explained that he held meetings at all sites to review and discuss the plan with residents. Upon a motion made by David Ward seconded by Nicole Long the members voted 5-0 to approve the plan as prepared.

Upon a motion made by Douglass Gray seconded by David Ward the members voted 5-0 to approve \$80,000.00 from the Emergency Reserve fund to the site electrical distribution project at Castle Court.

Paul Blanchard presented the Certificate of Substantial Completion dated October 22, 2015 for the shingle replacement at Castle Court. Upon a motion made by Jeffrey Metcalfe seconded by Douglass Gray the members voted 5-0 to approve the Certificate as prepared.

Members were presented the Certificate of Final Completion for the shingle replacement at Castle Court. Upon a motion made by David Ward seconded by Nicole Long the members voted 5-0 to approve the Certificate as prepared.

Members reviewed the bid tabulation for the kitchen cabinet replacement at the Standish Court/Olmstead Terrace development. Upon a motion made by Jeffrey Metcalfe seconded by Douglass Gray the members voted 5-0 to accept the low bidder H.D. Supply in the amount of \$6,721.02 for the cabinets only, PHA maintenance to install. Upon a motion made by Douglass Gray seconded by Jeffrey Metcalfe the members voted 5-0 to accept the low bidder Bell Construction in the amount of \$9,430.00 for the cabinets and cabinet installation.

Members were informed that fire alarm systems at all 705-1 single family homes are being upgraded to hard wired systems and the installation of vent fans in the bathrooms. Upon a motion made by David Ward seconded by Nicole Long the members voted 5-0 to approve the contract with Control New England. Upon a motion made by Douglass Gray seconded by Jeffrey Metcalfe the members voted 5-0 to approve Change Order No. 1 in the amount of \$1,210 to upgrade the vent fans.

Members discussed the request for a 2.7% rent increase received from PBHC. Upon a motion made by Jeffrey Metcalfe seconded by Nicole Long the members voted 3-0, 2 abstaining, to approve an amendment to the lease for a 2.7% increase for 2016, 1% increase for 2017 and a 1% increase for 2018.

Members were presented a tabulation of bills for the month of November 2015. Upon a motion made by Jeffrey Metcalfe seconded by Nicole Long the members voted 5-0 to approve the bills as presented.

At 11:20 a.m. David Ward made a motion seconded by Nicole Long to adjourn the meeting. The motion passed on a 5-0 vote.

A true record



Sede Rendean
