

A regular meeting of the Plymouth Housing Authority was held on Monday April 11, 2016 at 9:30 a.m. at the community room of Cherry Hill I at 128 Court Street, Plymouth, MA. The following were in attendance

Melvin Cotti, Chairman  
Douglass Gray, Vice Chairman  
David Ward, Treasurer  
Jeffrey Metcalfe, Assistant Treasurer  
Nicole Long, Commissioner

Dede Riendeau, Executive Director  
Paul Blanchard, Facilities & Modernization Manager  
Chris Plourde, Asst. Facilities & Modernization Manager

Members were asked if there were any changes, corrections or omissions to the March 2016 board meeting. There being none David Ward made a motion seconded by Jeffrey Metcalf to approve the minutes as prepared. The motion passed on a 4-0 vote, Nicole Long abstained.

Paul Blanchard informed the members that he received a letter of approval from DHCD for the replacement of the 50 A/C unit sleeves. The ad will go into the central register by tomorrow for an April 20<sup>th</sup> ad. The bid deadline will be May 5, 2016 at 2:00 so that the board can accept the bids at the May 9<sup>th</sup> board meeting. Upon a motion made by Jeffrey Metcalfe and seconded by Nicole Long, the members voted 5-0 to approve the dates.

Members discussed purchasing air conditioner units at Southfield so residents wouldn't have to buy them. Jeffrey Metcalfe asked where the money will come from. The Director explained that money could possibly come from Vinny deMacedo's office or the PHA's reserve. Donation money bought the first 10 A/C units but 50 more are still needed. Paul Blanchard announced that the date of completion would be approximately 30 days, but couldn't issue a contract until DHCD approves the project. Melvin Cotti opens the discussion to public comment: A Cherry Hill I resident stated that it wasn't fair that other residents have had to buy their own A/C's but Southfield residents are given them for free. The director explained that a lot of the Southfield residents have already bought their A/C's and cannot use them. Paul Blanchard explained that all residents are welcome to use the portable A/C units if they need to and also that Cherry Hill I will be getting new windows in the next few years. Upon a motion made by Douglass Gray and seconded by Jeffrey Metcalf, the members voted 5-0 to buy more A/C units for Southfield.

The Director explained that memos about the smoke free housing discussion were posted at all sites but were taken down by someone. The board has tentatively decided on smoke free housing for January 1, 2017 but has not decided if current residents will be grandfathered to smoke. Currently all new residents are signing a smoke free lease addendum. Surveys were passed to each resident. A decision will not be made until the surveys are completed and the board discusses with the residents. Public comment begins: A resident asks how PHA would know if someone was smoking in their unit that wasn't grandfathered. The Director stated that other tenants would have to notify the office because we do not have staff in the units. A resident explains that smoke is so bad in some of the hallways and it is becoming a real health issue, especially for residents that have respiratory conditions. Additionally, the state has issued warnings about the hazards of second and third hand smoke. Another resident states that each and every resident knew it was a smoking development when they signed their lease and it's not fair to the smokers to go smoke free. Melvin Cotti stated that this wouldn't be an easy issue to solve because you cannot make everybody happy. The Director explained that if DHCD makes a final ruling that all

Housing Authorities go smoke free then PHA doesn't even have a say in the matter, they have to follow DHCD's guidelines.

Paul Blanchard explained that the engineer work for the upgraded community room at Southfield will cost \$5,940. Upon a motion made by Jeffrey Metcalfe and seconded by David Ward, the members voted 5-0 to approve the engineering contract for the new doors and A/C unit in the community room at Southfield.

Members were presented the Certificate of Final Completion for the fire alarms & ceiling fans at 705-1 in the amount of \$420.50. Upon a motion made by Nicole Long and seconded by David Ward, the members voted 5-0 to approve the Certificate as prepared.

Paul Blanchard explains that the underground electrical work at Castle Court is in process. \$80k in emergency reserve money will supplement the budget. The engineering is expected to proceed and will be out to bid this summer. Two additional kitchens updates at Standish Court have been completed. The RFP for carpet replacement in halls, stairs and wings C and D at Cherry Hill is being prepared but won't begin until winter is over. There was water damage in two units at High Cliff due to a leak. Tenants were relocated to a local hotel as maintenance and Disaster Specialists did emergency cleaning and removal of damaged materials. Vareika Construction has proceeded with repairs and both units will be done hopefully by next week. The exterior at Northfield will be stained by AJ's Restoration and should begin mid-May. Security Cameras at High Cliff and Northfield are complete and have been very useful. The post office has issued a grant for cluster mailboxes at 3 different locations.

The Director explained that DHCD changed the ruling with last year's snow removal expenses. PHA was reimbursed from FEMA and DHCD. Initially DHCD was asking for their money back. They have now decided the PHA can keep the \$10,600. Upon a motion made by David Ward and seconded by Nicole Long, the members vote 5-0 to readjust the year-end report.

Members were presented the tabulation of Bills Payable for the month of March 2016. Upon a motion made by Jeffrey Metcalfe and seconded by Nicole Long, the members voted 5-0 to approve the bills for payment as presented.

At 10:48 a.m. Jeffrey Metcalfe made a motion seconded by David Ward to adjourn the meeting. The motion passed on a 5-0 vote.

A true record



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