

A regular meeting of the Plymouth Housing Authority was held on Monday March 13, 2017 at 9:35 a.m. at 130 Court St. Plymouth, MA. The following were in attendance:

Present:

Douglass Gray, Chairman
Jeffrey Metcalfe, Vice Chairman
David Ward, Treasurer
Russ Shirley, Commissioner
Nicole Long, Commissioner

Dede Riendeau, Executive Director
Paul Blanchard, Facilities & Modernization Manager
Kelly Higgins, Recording Secretary
Todd Lawson, Maintenance Supervisor

Public Comment:

Russ asked about the tenant organization. Dede explained there is a regulation the regulation is called RAB, Resident Advisory Board. This organization has to be established by the tenants. PHA has gone to the both Northfield and Southfield and no one is interested in setting up an LTO. Russ stated it's the board responsibility to encourage the tenants. The board will also have to take an active role in helping the tenants to set up a LTO. Russ voiced his concern about the regulation for the next elections that came out last month. The regulations are giving State Housing residents more authority than Federal Houses for how the next commissioners will be elected. Nicole asked if there was any specific questions or conversation that would be helpful to encourage the setup of a LTO. Russ stated that when they went to the different locations the turnout of tenants was good and the people were engaged and had concerns. Russ said that it will take a group of people working together to get the tenants involved. If PHA could post and mail information regarding the LTO and offer coffee and donuts at the meetings. Dede mentioned that people are reluctant to take on the responsibility of a committee. The question was asked if other authorities have LTOs. Dede explained the large towns like Boston, Quincy and Framingham do because they have a lot of family public housing and the younger people are involved. Russ commented that the regulations state that LTO can be run 3 ways; Town (everyone under the housing umbrella), site specific (family and/or units) and section 8. The board has responsibility to provide: office space, phone, and a stipend to run the LTO. Nicole mentioned that Brockton has a very successful group both Federal and State. She suggested getting members to coming and talk about how it has been beneficial to them.

Approval of Minutes:

Members were asked if there were any changes, corrections or omissions to the February 2017 board meeting minutes. There being none Russ Shirley made a motion to approve minutes as prepared and Nicole Long second the motion. The motion passed on a 3-0 vote. Jeff abstained.

Board Member Training

Dede reminded the board that training needs to be completed by June 19th. Retraining has to be completed every 2 years.

Standish Court

Todd spoke regarding the sewage back up that occurred on February 19 Sunday. A call was received at 3 pm that there was water in the basement 30 min later maintenance arrived to 8 apartment with water in the basement. Patriot Service came to clear the line. The blockage came in through the washing machines. Disaster Specialist came to clean the basements the best they could. They sprayed disinfectant and installed drying fans. The next day a tenant called the Fire Department. Todd then called the tenant was asked if there was a safety issue and they said no. On Tuesday the sewer department came to assess the line. The residents were informed a dumpster would be provided for them to get rid of anything that was damaged. Friday Disaster Specialists came back and power washed the basement. Jeff informed the board that he received a call from Pat Daily saying there is a small amount of funding for the items lost. Dede stated the residence were notified of the funding and that they must apply. The town came back out of Friday to clear the line. The town of Plymouth subs out all the maintenance of the line. Violi does the maintenance. March 6 there was another back-up that affected 2 units. The town was called again to clear the line and check it out. Disaster Specialists came back to clean those units. A camera was sent down in the line and they discovered there were roots in the line. PHA was told the roots would be cut in 10 days. Tuesday there was a sewer meeting at which time it was discussed the roots needed to be cut immediately. Wednesday the roots were cut. There was one back up report on Wednesday probably due to debris being pushed back. The town claims Spanish Court is a hot spot due to the grease and they maintain the pipes quarterly, but no one has ever seen a truck on site. On March 9, a pipe was sent down the pipe, pictures were taken and a report will be made. Todd will camera the lateral pipes to check the conditions. There are 2 catch basins and two lateral pipes that are maintained twice a year at which time the town will be called to flush the main. Doug asked if the lines should be relined. Todd said that when he saw the HD picture the lines looked good and that it would be up to the town to have them relined.

Facilities Manager Modernization Update:

Paul gave an update on the outstanding projects. At this time there are 64 current projects. This is just a prospective of what is going on and why some things take longer than others to complete.

- Doors at Cherry Hill – An estimation has been received of over \$10,000. DHCD was asked if the project could be split into the doors and the electrician and they said no. The process of getting the paperwork together to put the project out to bid. Funding was also requested from DHCD and they said no. Because this project needs to be a formal bid an amendment to the Capitol Plan and put it in as a project even though the money is not coming from the Capitol Plan.
- Community Room at Southfield – Plan has been revised and will be going out to bid shortly.
- Carpet Replacement at Cherry Hill – Has been completed except for an expansion joint. David made a comment that some of the edges of the carpet have rolled up. Once the expansion joint is completed a walk through will be done to make sure

everything is good. The company did a great job and was very accommodating to the residence.

- Roof at 689 – Is a project for spring or end of the summer 2017. We can start to put this together but are not able to expend any funds.
- Drop Box is still being reviewed.
- The elevator door at Cherry Hill – These will be replaced next week. The same day they will be installing the emergence release at Northfield
- Sliding Door at High Cliff and Northfield – The High Cliff doors needs to be custom sized. The bids are due by 3/30. There are a total of 19 doors 11 at Northfield and 8 at High Cliff.
- Recycling has been a great success. The fire department has a concern about the fire hazard of keeping the barrels in the trash room at High Cliff. A total of 3 sprinklers heads can be added to the room on the domestic water line. The sprinklers are independent so if a fire starts the sprinkler closes will go on. If the fire spreads the other ones will go on as the fire reaches them. Any more than 6 and a sprinkler system needs to be installed. It will not be cheap but it will satisfy the fire department. Cherry Hill has complained of odor so more barrels have been added and it has not helped. Residence will be reminded to clean containers and break down boxes. One maintenance person will be assigned to each location to check up that the residents are following the rules on how recycling.
- Dave asked a question about the color of the stair and the landing at Cherry Hill if there is a way to add a strip of orange for the vision impaired. Paul will take a look to see what can be done.
- Camera at 200 – Howland knocked the light pole down while replacing the dumpster. Howland will pay \$3000 to replace the light pole. Once the light pole is in place there will be 3 camera installed on it.

Payables:

A motion was made by Jeff Metcalf and seconded by Nicole Long, the members voted 5-0 to pay the bills for March 2017.

Old Business:

Russ brought up that no one seems to be interested in the help that was offered to help them quit smoking. The board voted a few months ago to make all Housing Authority property non-smoking.

Next Meeting is scheduled for April 10, 2017 at Northfield.

Adjournment:

Russ Shirley made a motion seconded by Jeffrey Metcalfe to adjourn the meeting. The motion passed on a 5-0 vote.

A true record
