

A regular meeting of the Plymouth Housing Authority was held on Monday, March 11, 2019 at 9:30 a.m. at Cherry Hill, 128 Court Street, Plymouth, MA. The following were in attendance:

David Ward, Treasurer  
Nicole Long, Chairwoman  
Russell Shirley, Vice Chairman  
Mary Ann Veiga, Commissioner

Dede Riendeau, Executive Director  
Chris Plourde, Facilities & Modernization Manager

### **Board Reorganization**

Russell Shirley made a motion to nominate Nicole Long for Chairwoman and was seconded by David Ward. The motion passed 4-0. David Ward made a motion to nominate Russell Shirley as Vice Chairman and was seconded by Mary Ann Veiga. The motion passed 4-0. Russell Shirley made a motion to nominate David Ward as Treasurer and was seconded by Mary Ann Veiga. The motion passed 4-0. David Ward made a motion to have Russell Shirley be the CPC representative and was seconded by Mary Ann Veiga. The motion passed 4-0.

### **Public Comment**

A tenant from Castle Court asked if she could come to the Plymouth Housing Authority office to sign paperwork since she will not be home on March 21, 2019. Dede stated that was fine and she could come by the office. The tenant also stated that the smell of smoke is obvious in the hallways and felt that it was unfair to ask tenants to report if they see or smell smoke. She wanted to know if the maintenance workers are reporting. Nicole Long stated that under the new policy there is a new process for reporting and that there are reports made that are not public knowledge to the tenants. Russell Shirley said based upon old policy you had to see someone smoking, but with this new policy it can be reported more confidentiality and the detectors will help.

### **Approval of Minutes**

Russell Shirley made a motion to accept the minutes of the February 25, 2019 meeting as presented and was seconded by David Ward. The motion passed with a 3-0 vote with one abstain.

### **Facilities Manager Modernization Update**

Castle Hill – The walkway will be completed once we have repaired the area around it.

Castle Hill – John Hoadley and Sons – I was unable to get someone out there to make minor repairs because of the age of the system. John Hoadley said they will do the necessary repairs once we develop a complete replacement of the system. We have been in contact with the contractor and they are still working on the estimate.

Castle Hill –Project PHA 18-F – R. Mullen & Associates have completed the repair and punch list. We will need board approval for the final completion and release the final payment of \$27,825. Russell Shirley made a motion to release the final payment of \$27,825 to R. Mullen & Associates and was seconded by Mary Ann Veiga. The motion passed with a 4-0 vote.

Northfield – C.A. Crowley Engineering will be developing the exhaust system project for us. This is for the building exhaust and make up air system in the common areas. (Finalizing design and will be sending over for review in a week or two).

Northfield – C.A. Crowley Engineering will also be developing the community room AC project as well. This project will be similar to the ones we have recently done with the installation of a heat pump split system. (Finalizing design and will be sending over for review in a week or two).

High Cliff – PHA 19-D High Cliff Kitchen Replacement Phase 1 – Finalizing the plans and specifications and will be out to bid in the next couple weeks.

Smoking Devices – The wireless system has been installed at several sites that we will be trying out for the smoking devices. We are working with the Fresh Air company to assure we have the proper signal to operate the system and program the specific devices.

Cameras – We now have cameras up and running at all our state and federal elderly sites. We look to complete Standish and Olmsted this year.

### **Old/New Business**

Russell Shirley stated that he attended the Legislative Day last week and had the opportunity to talk to staff and legislatives about the election of tenant bill. Mass NAHRO informed us that we are \$1.12 million short of funding, falling behind based on inflation.

### **Family Self-Sufficiency Program**

Mary Severy works with individuals in this program. Helps the participants find babysitting, school programs and work. We set up an escrow account based on the wages they make. Once they meet all their goals under the program, they are eligible to take the money. Most of the participants have used that money to purchase a home.

### **Warrants**

Mary Ann Veiga made a motion to pay the bills and was seconded by Russell Shirley. The motion passed with a 4-0 vote.

The next meeting will be April 8, 2019.

### **Adjournment**

Mary Ann Veiga made a motion to adjourn and was seconded by Russell Shirley. Motion passed with a 4-0 vote.

### **Documents Issued**

Minutes February 25, 2019

Facilities Update

Leased Housing

Conventional

Family Self Sufficiency

2019 Utility Charts

Cherry Hill II

A true record

---