

A regular meeting of the Plymouth Housing Authority was held on Monday, July 8, 2019 at 9:30 a.m. at 130 Court Street, Plymouth, MA. The following were in attendance:

David Ward, Treasurer
Russell Shirley via conference call
Mary Ann Veiga, Commissioner
Lisa Reilly, Commissioner

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

Approval of Minutes

Lisa Reilly made a motion to approve the minutes and was seconded by Mary Ann Veiga. motion passed with a 3-0 vote with two abstentions.

Facilities Manager Modernization Update

Castle Hill – Walkway - We are now developing a project to replace the rest of the problem areas around the site.

Cherry Hill – Windows - Robinson Green Beretta Corp are finishing up the 100% construction documents for review.

Castle Hill – Sewer – PHA 19-G Sewer Ejection Pump Replacement – We have solicited C.A. Crowley for the engineering and be lead on the project. We are waiting on their designer fee proposal for review.

Northfield – Exhaust/Comm AC – PHA 19-B – We had three bids come in with the low bidder being CAM HVAC & Construction Inc. in the amount of \$135,000.00. C.A. Crowley performed a review of the CAM and prepared a recommendation letter to proceed with them as the low bidder. We would ask the board to approve CAM HVAC & Construction Inc. and award them the contract in the amount of \$135,000. Lisa Reilly made a motion to accept CAM HVAC & Construction Inc. as the low bidder and award them the contract in the amount of \$135,000 and was seconded by Mary Ann Veiga. The motion passed 3-0 vote with two abstentions.

High Cliff – Kitchens – PHA 19-D High Cliff Kitchen Replacement Phase I – All the cabinets on the second floor have been developed and will begin install beginning July 8th. All the tenants will be notified a minimum of 48 hours prior to going into their specific unit but will try and give them more notice if possible.

High Cliff/Northfield – Green Capital Needs Assessment – We have completed the walkthrough and document transfer for the assessment portion and should be receiving a report in the next week or so.

Northfield – Walkway – PHA 19-F – Northfield has some areas of asphalt paving that have split and heaved because of settling and roots. Bid documents are being finalized and will be put out to bid on the 17th with bids due on August 1st.

High Cliff – Doors – The exterior common area doors are original and in need of replacement. We are making note of which doors need replacing and developing a scope to get pricing.

All Sites – We are getting prices to restripe the parking lots at all locations.

Rubbish Removal – South Shore has begun the trash pickup for us. Waste Management sent a rebuttal to our cancelation letter and our legal has addressed the situation.

Proposed Timeline Oak Street

Russell Shirley spoke about the Oak Street site. There are two stipulations: 1. That the town is willing to sell the building to us for \$1.00 and 2. That the funding will happen with the Community Preservation Committee. There hasn't been a vote by the Selectmen yet, but that would be the next step. The Selectmen have provided PHA with a two-year interim maintenance on the site, to cut grass, keep pipes from freezing, etc. No further expenditures will be made till the town approves funding. The project needs to be presented to the steering committee and go through zoning. The next town meeting will be in October. If the Selectmen decide not to sell, then the project will stop. Design should take about six months. We'll check with any Developers to see if they can partner with us on affordable housing. Need to vote on Dede sending the Board of Selectmen a letter. Mary Ann Veiga made a motion to send a letter to the town and enter into a real property agreement and was seconded by Lisa Reilly. The motion passed 3-0.

Affordable Housing Trust

Mary Ann Veiga made a motion to appoint Lisa Reilly as a representative to the Affordable Housing Trust and was seconded by David Ward. The motion passed 3-0.

Community Preservation Committee

Lisa Reilly made a motion to appoint Russell Shirley as a representative to the Community Preservation Committee and was seconded by Mary Ann Veiga. The motion passed 3-0.

Rental Assistance Demonstration

Dede stated that RAD is for Northfield and High Cliff. HUD doesn't have the funding to fix all the buildings, they want to convert the units to vouchers. This would make it more private and we could charge fair market rate and the tenant will still only pay 30%. The difference would go to the non-profit. We cannot write a check to ourselves, so we would filter the money and bill a management fee but still fulfilling all the requirements to HUD.

Warrants

Lisa Reilly made a motion to pay the bills and was seconded by Mary Ann Veiga. The motion passed with a 3-0 vote.

Public Comment

A tenant asked about the chairs for Castle Court. Dede stated that they're being custom made and should be ready in a few weeks. A tenant asked why we have security at Castle Court? They only get out near community room and walk around back. Dede stated the reason that we hired security is because there were complaints of homeless people hanging around the property. A tenant asked if the grill at Castle Court could be moved into the circle? It's behind the community room and only certain people use it. Dede said that is fine and that she will put in a work order to have it moved.

The next meeting will be August 12, 2019.

Adjournment

Mary Ann Veiga made a motion to adjourn and was seconded by Lisa Reilly. Motion passed with a 3-0 vote.

Documents Issued

Minutes June 10, 2019

Facilities Update

HVAC System Improvements Northfield

Oak Street School Timeline

A true record
