

A regular meeting of the Plymouth Housing Authority was held on Monday, September 9, 2019 at 9:30 a.m. at 23 Prince Street, Plymouth, MA. The following were in attendance:

Russell Shirley, Vice-Chairman
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. The motion passed with a 3-0 vote with two abstentions.

Facilities Manager Modernization Update

Cherry Hill – Windows – PHA 19-A – The project is out to bid with a due date of September 25th. We will have results for board vote at the next meeting.

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

Southfield – Windows – PHA 19-H – Southfield Common Area Windows – Developing the plans and spec to replace the common area windows. The objective is to get this completed this fall so we can replace the carpet this winter or spring.

Northfield – Exhaust/Comm AC Installation and Common Area Ventilation – PHA 19-B – The pad for the exterior condensing unit has been poured and the rest of the project will be starting Monday 9-9-2019.

High Cliff – Kitchens – PHA 19-D High Cliff Kitchen Replacement Phase I – All the kitchens have been installed but there are some finishing touches that will be completed the end of the week. I will be scheduling the final punch list walkthrough for this week so we can wrap this project up. Once the project is complete and punch list is satisfied, I would ask the board to approve the release of the retainage and final payment of \$57,800.00. Lisa Reilly made a motion to approve the release of the final payment in the amount of \$57,800 and was seconded by Mary Ann Veiga. The motion passed 3-0.

Northfield – Walkway – PHA 19-F – At the preconstruction walkthrough it was determined to accurately make things ADA accessible and more comfortable for pedestrian passage we would need to replace all the curbing around the drop off area and at each access point. To do this it will require saw cutting the asphalt driveway, removing the existing curbing, reset new curbs and regrade for finish walkway. We would like to ask the board to approve CO#1 in the amount of \$7500.00. We are also anticipating work to begin on Monday 9-16-2019. Lisa Reilly made a motion to approve CO#1 in the amount of \$7500.00 and was seconded by Mary Ann Veiga. The motion passed 3-0.

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.

Tree Removal at Castle Court

Todd stated that ongoing pruning is happening at all sites, part of that is checking hazardous situations. The tree in the circle at Castle Court is a white oak that was dead, also ¾ of the trees behind Building 5 were also dead. When the tree company took the tree in the circle down there was a big hole in the middle to show that it was dead. A tenant at Castle Court stated that there is a tree leaning near the community center building. Todd stated that he would check it out.

Oak Street Update

Russell Shirley stated that they are having a hard time getting insurance for the Oak Street site since it is unoccupied. There is a licensing agreement in place but would need to give Dede permission to move forward to spend money on insurance. There is a meeting tomorrow night to request \$475,000 from the CPC. The next meeting with the Steering Committee will be in November. Another option would be to reach out to Habitat for Humanity regarding the site. Lisa Reilly made a motion to grant Dede permission to spend money on insuring Oak Street site and was seconded by Mary Ann Veiga. The motion passed 3-0.

Staff Reports & 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. Dede stated that there are board member training classes available through MASSNAHRO if any of the commissioners were interested.

Public Comment

A tenant from Castle Court asked if a light could be installed by the dumpster since it is so dark there at night. She also stated that the gutter by building 24 (9D) is pulling away from the building and behind Building 17 there's a drop on the walkway and the sidewalk by Building 29 has a slope. She stated that the community room came out nice and the couches and chairs are nice.

The next meeting will be October 8, 2019 at 130 Court Street.

Adjournment

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

Documents Issued

Minutes August 12, 2019
Facilities Update

HVAC System Improvements Northfield

A true record
