

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

Russell Shirley, Vice-Chairman  
David Ward, Treasurer  
Mary Ann Veiga, Commissioner  
Lisa Reilly, Commissioner

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

### **Approval of Minutes**

Russell Shirley made a motion to approve the minutes and was seconded by Lisa Reilly. The motion passed with a 4-0 vote with one abstention.

### **Facilities Manager Modernization Update**

Cherry Hill – Windows PHA 19-A – Cherry Hill Window Replacement – We had our preconstruction meeting with Northeast Noise Abatement Corp. on Friday. They took off the window measurements and we are establishing the Notice to Proceed and project schedule.

Castle Hill – Sewer – PHA 19-G Sewer Ejection Pump Replacement – I met with CA Crowley on site two weeks ago and they are trying to expedite the design process. Their objective is to get through the design phase this winter and out to bid early spring.

Southfield - Windows – PHA 19-H Southfield Common Area Windows – Because of the dollar value of the project DHCD will be the primary on the project. We are waiting for a PM to be awarded to it so we can address the carpet replacement project.

Northfield – PHA 19-B – Community Room AC Installation and Common Area Ventilation – The project is complete and have completed the walkthrough with the engineer. All the punch list items have been picked up and we are ready to close the project. We ask the board to approve final completion and release of retainage in the amount of \$20,738.75. Lisa Reilly made a motion to release the retainage in the amount of \$20,738.75 and was seconded by David Ward. The motion passed 4-0.

High Cliff – PHA 19-D High Cliff Kitchen Replacement Phase I – The kitchens are complete and I have done my punch list. The contractor has completed the punch list and the project is complete. The final completion and retainage have been released (approval from September's meeting).

Northfield – PHA 19-F- Northfield Walkway Replacement – The new walkways have been installed along with asphalt patching and stamped concrete areas. All the change orders have been picked up and punch list items complete. Project is finished.

High Cliff – PHA 19-I – Door Replacement – We had a lot of interest in this project with nine (9) bids coming in. Bids ranged from \$17,000 to \$37,000. We did the reference checks for the low bidder and have found them to be responsive and responsible. We would ask the board to approve the low bidder, New England School Services and award their proposal in the amount of \$17,070.00. David Ward made a motion to award New England School Services as the low bidder in the amount of \$17,070 and was seconded by Lisa Reilly. The motion passed 4-0.

All sites – Cherry Hill I and Office area have been restriped and we will be putting a project together to do the rest of the sites in the spring.

### **Oak Street Update**

Russell stated that the town voted unanimously approved the funding of the Oak Street School. They are looking into releasing funds to us to for the design. Chris stated that DHCD has a list of architects and resources that we can reach out to. Russell stated that we should set up a sub-committee meeting for a date in January 2020. Regarding the not-for profit, we might be able to partner with Plymouth Bay Housing. We need to set up a meeting with the Town Selectmen to transfer the property, we are still under the management agreement. Dede stated that Todd has been going by the property.

### **2020 Budgets – Richard Conlon, Jr.**

Richard Conlon stated that Plymouth Housing Authority does not work the same as the town. At the end of the year any money in the budget can be kept, we do not have to give it back. DHCD allows a 10% increase in budget from last year. David Ward made a motion to accept the Federal MA 559C and was seconded by Lisa Reilly. The motion passed 4-0. Lisa Reilly made a motion to accept the Federal Section 8 Ross FSS Program and was seconded by David Ward. The motion passed 4-0. Mary Ann Veiga made a motion to accept the State 400C Program and was seconded by Lisa Reilly. The motion passed 4-0. David Ward made a motion to accept 689-1 and was seconded by Lisa Reilly. The motion passed 4-0. Lisa Reilly made a motion to accept the local affordable housing program and was seconded by David Ward. The motion passed 4-0. Lisa Reilly made a motion to accept the local management program and was seconded by David Ward. The motion passed 4-0. David Ward made a motion to accept the Executive Director's calculation and was seconded by Lisa Reilly. The motion passed 4-0.

### **Old/New Business**

Russell Shirley stated he would like to make a motion to meet with Brockton Housing Authority to discuss the privatization of units.

### **Staff Reports & Warrants**

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

### **Public Comment**

A tenant stated that she was glad to hear that the board is doing their homework looking into all the options for more housing.

Next meeting will be January 13, 2020 at 130 Court Street.

**Adjournment**

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

**Documents Issued**

Minutes November 12, 2019

Facilities Update

2020 Budgets

A true record

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