

A regular meeting of the Plymouth Housing Authority was held on Monday, March 9, 2020 at 9:30 a.m. at 130 Court Street, Plymouth, MA. The following were in attendance:

Nicole Long, Chairman
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

David Ward made a motion to approve the minutes from February 24, 2020 and was seconded by Russell Shirley. The motion passed 4-0 with one abstention.

Facilities Manager Modernization Update

Cherry Hill – Windows PHA 19-A – Cherry Hill Window Replacement – The windows are on order and the building permit has been applied for. With the lead time on the windows it has now pushed the substantial completion date to June 3, 2020. We did receive a tentative schedule at the end of last week which kicks the project off on Monday, March 30th and completes it on Thursday April 9th.

Southfield – 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 start the design phase. I will still try and have this project completed as soon as possible so we can address the carpet replacement project. Russell Shirley made a motion to have Dede send a letter to ask this project to be done under the RCAT process and was seconded by David Ward. The motion passed 5-0.

Standish & Olmsted Health and Safety Project – FISH#239089 – We received \$46,800 for the installation of bathroom exhaust fans. We will need to have this project completed by June 30, 2020.

Castle Court & Southfield Health and Safety Project – FISH#239094- We received \$12,950 to repair uneven walkways at both of those sites. We will need to have this project completed by June 30, 2020.

High Cliff – PHA 19-1 – Door Replacement- New England School Services- the doors have been ordered and waiting to be manufactured. A schedule will be established once we know the manufacturers lead time.

High Cliff – PSP 20-2 – Elevator Upgrade – Motion Elevator has been sent the approved contract and we are waiting for the work to be scheduled. We will make sure that the work is coordinated to minimize inconveniences and accessibility. Tenants will be informed well in advance to plan for the downtime.

CFP – The annual capital plan for 2020 and the 5-year capital plan for 2020-2024 have been submitted. The plan is under review by HUD and we will be notified once approved.

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

Annual Lead Paint Certification – Dede stated that she has the yearly lead paint certification from DHCD. David Ward made a motion to accept the certification and was seconded by Lisa Reilly. The motion passed 5-0.

Oak Street Update

Russell stated that he spoke with the Selectmen and they are on board for selling the land for \$1.00. The town manager asked us to present the purchase and sale agreement for \$1.00, we will be using the CPC administrative funds to hire the attorney. The documents will have a few conditions, one being that the deed will state it will always be affordable housing and the second being that if we do not go forward the land will revert back to original and that it will still have to be affordable housing. I spoke with owners of Sawyers Reach if they are interested in partnering with us, they owe money to the town based upon Sawyers Reach. We will work with the planning board to see if they will approve. Russell suggested pruning the bushes since they are touching the building. Bill Keohane stated that usually the sellers will produce a purchase and sale, the seller being the town. The CPC drafted the purchase and sale and the next step should be to have your counsel to review it. Then the town counsel will review it and if they are happy with it, they will sign it. Russell Shirley made a motion to have attorney Jonathan Driscoll review the purchase and sale agreement and was seconded by David Ward. The motion passed 5-0.

Old/New Business

Dede gave a follow up on implementing the local and veteran preference for Northfield and High Cliff. An applicant went from 45 to 1 spot with the new preferences. This preference will greatly help local and veteran applicants on the waiting list.

Dede stated that they are taking steps of sanitizing at the different sites due to the coronavirus. Fifteen hand stations were ordered with Purell and the maintenance crew will be sanitizing doors and elevators.

Staff Reports & Warrants

Russell Shirley made a motion to pay the bills and was seconded by David Ward. The motion passed with a 5-0 vote.

Public Comment

A tenant stated that some of the lights are High Cliff are very bright and they like strobe lights. The lights that are overhead and blink like crazy. Chris stated that they have replaced some lights and will investigate it. A tenant asked if a cleaning company has been picked yet? Chris stated that we are still addressing it and each site has different needs and trying to quantitate how much it will cost or do we need to revamp how we do the cleaning ourselves. A tenant stated that last month's meeting it was mentioned that the last six people housed were non-locals, are you hoping to house locals going forward? Dede stated that the state changed how we house applicants and that is why we put the local and veteran preference in place for High Cliff and

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Northfield. A tenant asked when the Castle Court sidewalks were being done. Chris stated that it is going forward and that it will be sections that need repair not all the sidewalks.

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

Adjournment

Lisa Reilly made a motion to adjourn and was seconded by David Ward. The motion passed with a 5-0 vote.

Documents Issued

February 24, 2020 minutes
Facilities Update

A true record


