

AGENDA  
Tuesday, June 12, 2018  
9:00 A.M.

1. Roll Call
2. Tenant Recognition
3. Guests
4. Correspondence
5. Maintenance Report for May, 2018
6. Old Business
7. New Business

Temporary Clerk

GASB 74 & 75 Audit by Odyssey Advisors

FISH #083042, 667-2 roof repairs, 77 and 38 Riddell Road NTP issued 5/4/18.

FISH #083045 flooring replacement 85 Prospect St., 52-3 & 64-6 Riddell Road, final completion.

FISH #083043, 667-2 septic replacement, soil test 5/17/18

Flooring replacement, 88-1 Riddell Road, bid opening 5/30/18

FY2019 Capital Improvement Plan was submitted

Work Plan 5001 Amendment #4

Grievance Panel Members Marcia Weidenfeller and Steven Brown are willing to serve for another year.

Requests for FY2017 proposals for elevator service, extermination, and septic pumping:

Extermination:	Burgess Pest Control	\$746.00
Elevator Maintenance:	United Elevator	\$235.00
Septic Pumping:	Claude Dubord & Sons, Inc.	\$.08 per gal (\$5120.00)
	Waste Water Services Inc.	\$.12 per gal (\$8960.00)
	Wind River Environmental	\$.14 per gal (\$9039.00)

8. Review and approve the Minutes of May 8, 2018
9. Review and approve Executive Director's Report for May, 2018
10. Review and approve Check Register through June 12, 2018
11. Review and approve the Employee Earnings through June 12, 2018
12. Review and acknowledge the Accountant's Report through April 30, 2018

Executive Director's Report  
May, 2018

Apartment vacancies as of May 31, 2018 - 3

New leases signed in May, 2018 - 1

Credits: \$129.81, prorated rent, deceased tenant

Inspections of the 705-1 and 689-1 developments were completed on May 2, 2018.

John Giubilo from DHCD inspected the East Bridgewater Housing Riddell Road 667-2 Elderly development and Prospect St. 705-1 development on Tuesday to do a 9 month inspection of roofing work, #083039. He has contacted the contractor regarding a few punch list items. While he was here he inspected the roof, windows, and concrete facade at 100 Prospect Street, for future projects in CIP.

Nancy and Sandra attended the MassNAHRO Spring Conference at Seacrest May 20-22, 2018. Workshops included: a MassNAHRO Welcome & Overview; DHCD Town Hall Q & A's; CapAps – The New Web Based System for Managing Capital; RCAT – New Maintenance Plans; Stress in the Workplace; Management Agreements: Pro's and Con's; CHAMP – Common Housing Application for Massachusetts Public Housing; and the Small Agency Roundtable.

Nancy attended a Portal Training for retirement contributions at the Plymouth County Retirement Association.

The Executive Director is working with Robert Casper from the West Bridgewater Board of Health regarding an alleged mold issue.

A laptop was purchased for the office to accommodate applicants who will be submitting housing applications online through the centralized wait list portal.

An Apple Ipad was purchased for the maintenance staff for the work order system in PHA Network.

The Capital Improvement Plan for FY2019 was submitted May 8, 2018.

## Notes

Joseph Dutcher read the resolution for Contract for Financial Assistance Work Plan 5001 Amendment 4, increasing the capital funding award by \$397,526.00.

**M/ , S/ .** Motion that the foregoing resolutions for the revised Amendment #5 to Capital Improvement Work Plan 5001, to increase the Capital Funding Award to \$1,314,063.00, an increase of \$397,526.00 and to extend the contract dates of service from June 30, 2019 to June 30, 2021.  
Ayes, Nays Unanimous.