

MINUTES  
REGULAR MONTHLY MEETING  
July 10, 2018  
9:00 A.M.

The East Bridgewater Housing Authority held its regular monthly meeting on Tuesday, July 10, 2018 with said meeting called to order at 9:00 a.m. by Chairman Joseph Dutcher.

Board Members Present:	Joseph Dutcher	Chairman
	Larry Davidson	Vice Chairman
	Sandra Luddy-Ross	Assistant Treasurer
	Maryellen Rollins	Clerk

Board Members Absent:	Christine Butler	Treasurer
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Others Present:	Nancy J. Morris	Executive Director
	Peter Egan	Maintenance Mechanic Laborer

Guests/Tenants:	None
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Sandra Luddy-Ross asked if a letter was sent to James Wolfe thanking him for his service. It had been discussed previously. Joseph Dutcher will draft a letter.

The Maintenance Report for June, 2018 was presented. There were 62 work orders created, 75 completed, and 59 work orders outstanding. Fred Tully and Patriot Services cleared a clogged sink in 52-3. Bruce McKean painted 89-3. MJ Connors installed flooring in 88-1. Disaster Specialists cleared hazardous waste in 5-2. Hometown Carpet cleaned the carpet in 5-2. Patriot Services cleared a clog in 23-1, 23-2, and 89-4. Servpro cleaned apt. 204. Huntington Electric did the quarterly alarm testing at 34/44 and 100 Prospect St. Maztek installed a tub liner in 85 Prospect St.

**M/Davidson, S/Luddy-Ross.** Motion to approve the Maintenance Report for June, 2018 as presented. Unanimous.

There was no old business for discussion.

Fish #083042, 667-2 roof repairs for 77 and 38 Riddell Road was discussed. The Certificates of Substantial and Final Completion, along with the payment requests for Almar LLC have been submitted to DHCD.

Fish #083043, 667-2 septic replacement was discussed. The schematic plans and specifications have been approved by DHCD. The original construction budget was \$167,000.00 but the consultant, GCG Associates, Inc., estimated the construction to be \$278,525.00. Due to the necessity of this project, DHCD has approved the increase of \$111,525.00 in construction costs, plus the A/E fee and soft costs, bringing the total costs to \$347,920.00.

The East Bridgewater Housing Authority Capital Improvement Plan for FY2019 has been approved by DHCD.

Contract for Financial Assistance Work Plan 5001 Amendment 5, increasing the capital funding award by \$397,526.00 was submitted to DHCD on June 12, 2018 and we are waiting for approval.

The Minutes of June 12, 2018 were discussed.

**M/Davidson, S/Luddy-Ross.** Motion to approve the Minutes of June 12, 2018 as presented. 3 ayes, 1 abstain

The Minutes of June 19, 2018 were discussed.

**M/Davidson, S/Luddy-Ross.** Motion to approve the Minutes of June 19, 2018 as presented. Unanimous.

The Executive Director's Report for June, 2018 was presented. There were two apartment vacancies as of June 30, 2018 and two leases were signed in June, 2018. There were no credits issued. Nancy and Leslie attended the East Bridgewater S.A.L.T. (Seniors and Law Enforcement Together) Council Fair on June 7, 2018 at the COA Center. The Housing Authority donated gift certificates to CVS, Subway, Dunkin Donuts and Ocean State Job Lot, artistically displayed on a foam flower. Nancy attended a SHADO at the Hingham Housing Authority on June 26, 2018. Atty. Grace gave a presentation on 803 CMR 5, CORI Regulations

**M/Davidson, S/Luddy-Ross.** Motion to approve the Executive Director's Report for June, 2018 as presented. Unanimous vote.

The Check Register and Employee Earnings Record through July 10, 2018 were presented.

**M/Davidson, S/Luddy-Ross.** Motion to approve the Check Register through July 10, 2018 as presented. Unanimous vote.

**M/Davidson, S/Rollins.** Motion to approve the Employee Earnings Record through July 10, 2018 as presented. Unanimous vote.

The Accountant's Report for May 31, 2018 was discussed.

**M/Luddy-Ross, S/Davidson.** Motion to acknowledge the Accountant's Report through May 31, 2018. Unanimous vote.

Nancy explained that July is usually a brief meeting but August could be lengthy. The yearend certifications need to be addressed by all Commissioners. The meeting may need to be rescheduled to have a full board.

**M/Davidson, S/Rollins.** Motion to adjourn the meeting at 9:13 a.m. Vote unanimous.

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Nancy J. Morris, Executive Director

Attested \_\_\_\_\_  
Maryellen Rollins, Clerk