

A regular meeting of the Plymouth Housing Authority was held on Monday August 17, 2015 at the office of the authority located at 130 Court Street, Plymouth, MA.

The following were in attendance:

Melvin Cotti, Chairman  
Douglass Gray, Vice Chairman  
David Ward, Treasurer  
Jeffrey Metcalfe, Commissioner  
Nicole Long, Commissioner

Dede Riendeau, Executive Director  
Paul Blanchard Facilities Manager

Others present:

Ken Tavares, Selectman  
Vinny deMacedo, State Senator  
Monica Mullen, Secretary to Senator  
Matthew Muratore, State Representative  
Rich Harbart, OCM  
Russell Shirley, Town Meeting Member  
Ken Buechs, Town Meeting Member  
Steve Lydon, Town Meeting Member

Members were asked if there were any changes or omissions to the July 6, 2015 Minutes. There being none, Jeffrey Metcalfe made a motion seconded by Douglass Gray to approve the Minutes as prepared. The motion passed on a 4-0 vote.

Members discussed Amendment #2 for Contract for Financial Assistance in the amount of \$28,100.00 for the Health and Safety Initiative Award. Upon motion made by David Ward seconded by Douglass Gray the members voted 4-0 to approve the Amendment.

The Director discussed with members the Revision dated 10/1/14 to the Section 8 Administrative Plan. Changes include grammatical changes, repaginating, removing outdated Code of Federal Regulations, and clarifications. Upon a motion made by Jeffrey Metcalfe seconded by David Ward the members voted 4-0 to approve the revisions as presented.

Paul Blanchard discussed with members the results of RFP for the asphalt shingle repairs at Castle Court. Members were informed the W.P.I Construction from Webster, MA was the lowest qualified bidder for the job. Upon a motion made by Douglass Gray seconded by David Ward the members voted 4-0 to award the Contract to W.P.I. Construction.

Upon a motion made by David Ward seconded by Jeffrey Metcalfe the members voted 4-0 to authorize the Executive Director to sign the contract documents for W.P.I. Construction.

Paul Blanchard informed members the engineer Work Order has been approved and the schematic design in progress for Phase II of the electrical upgrade at Castle Court.

Members then discussed the installation of air conditioning in the Community Room at Southfield. Mr. Blanchard informed members that the window replacement/upgrade and the installation of the air conditioning the job is estimated to cost \$56,000.00. Upon a motion made by Douglass Gray seconded by David Ward the members voted 4-0 to submit an application requesting CPC funds for the Community Room air conditioning.

Members were informed that 5 of the air conditioning sleeves had been installed at Southfield and 5 more sleeves are being ordered. The PHA is requesting a building permit to install the next 5 sleeves.

Members were informed that an advertisement will be placed in the next few weeks for Housing Inspectional Services. Bid results will be discussed at the next meeting.

Members were presented a tabulation of bills for the month of July 2015. Upon a motion made by Douglass Gray seconded by David Ward the members voted 4-0 to approve the bills as presented.

Mr. Blanchard informed members that major elevator repairs are needed at Northfield and it is estimated to cost approximately \$41, 000.00. The PHA will be using federal Capital Funds to have this work completed.

Discussion with local politicians regarding window air conditioners at Southfield and Castle Court. PHA was asked not to hold local merchants responsible for any damages that may occur during the installation of the window air conditioners. Upon a motion made by Jeffrey Metcalfe seconded by David Ward the members voted 4-0 not to hold merchants responsible for damages.

At 11:30 a.m. David Ward made a motion seconded by Douglass Gary to adjourn the meeting. The motion passed on a 4-0 vote.

A true record



Sede Rendeau

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