

A regular meeting of the Kingston Housing Authority was held on Tuesday, April 12, 2016 at 7:00 p.m. at the office of the authority located at 15 Hillcrest Road, Kingston, MA. The following were in attendance:

Donald Ducharme
Cynthia Fitzgerald (7:10)
Annette Sarro
Mary Hayes
Robert Pinato

Dede Riendeau
Paul Blanchard
Chris Plourde

Members were asked if there were any changes, corrections or omissions to the February 9, 2016 minutes. Upon a motion made by Mary Hayes seconded by Annette Sarro the members voted 4-0 to add the meeting start time of 11:00 a.m.

Members were asked if there were any changes, corrections or omissions to the March 8, 2016 minutes. Upon a motion made by Mary Hayes seconded by Robert Pinato the members voted 4-0, one abstained C.F., to add the meeting end time of 3:50 p.m.

Paul Blanchard updated members on the following;

General Modernization Activities

Meadowcrest 667.1:

1. Updating available plans & CPS files. Creating new projects as appropriate.
- B 2. Site conditions, DHCD; metal door closing issues being reviewed.
3. Reviewing potential for Solar PV on roofs. Mike McGonigle, Coneco Energy reviewing site potential and possible funding options. Awaiting response (no change).
- B 4. Coordinating unit turnover standards with maintenance (12 units completed).
- M 5. Water heater replacement (KHA 14-B) details in progress for replacement in building 3. Studying possible solar water heater. Met with John Donahue, DHCD Engineering, discussed possible remote heat pump, may be available September 16, KHA would be test case.
- M 6. Replace Unit Smoke Detectors (KHA 15-C) details in progress to replace smoke detectors in all the units. Awaiting detailed proposal from Sounder Systems. The estimated cost is \$18,300.00.
- M 7. Siding – The Narrow Gate, Architects submitted Schematic Design documents; we commented & awaiting DHCD review. Plan is to be out to bid on May 4th, 2016. There still may be a possible alternate for a 2nd building if CAP Share funds are available. This projected is estimated at \$960,000.00.

Robert Pinato made a motion seconded by Cynthia Fitzgerald to proceed with advertising when bid documents are approved by DHCD. The motion passed on a 5-0 vote.

- M 8. Met with John Donahue, DHCD Engineer & representative from ABCD, discussed possible installation of heat pumps in place of baseboard electric heat in units. Possible backup by PV solar panels. ABCD will analyze estimated cost savings for further discussion.
- M 9. Meeting with Orest Manzi, ABCD re-scheduled for 14 April 16 to discuss possible energy conservation possibilities.

Community Residence 689.1:

- 1. Updating available plans & CPS files, and developing new projects in CPS.
- M 2. Walk Transition repairs (KHA 16-B) in CPS 2016.
- M 3. Drainage Repairs (KHA 16-A) in CPS 2016.

General:

- M 1. CPS 2016 capital plan approval by KHA & DHCD. Waiting for DHCD letter to authorize this year's projects.
- M 2. Capital Fund awarded for 2018 in the amount of \$66,742.
- B 3. BlueWave Capital PV solar field construction in progress for scheduled completion later in 2016. (no change) Received request to file for DPU approval as energy generator.

Funding: B = Budget M = Modernization F = Insurance

Dede Riendeau updated the members on the following:

Meadow Crest Development

Recertification Date April 1st Total Units 48 Monthly Rent \$17,448.00

Number of Applicants on Wait List 189

VACANT UNITS

Unit Number	Date Vacated	Date Ready	Date New Lease	Other
4D1	2/1/2016	3/4/2016	3/4/2016	
4C2	3/7/2016			

Other:

Total Work Orders Issued in March - 39

Recertification: New rents effective April 1, 2016

Inspections: Completed September 2015

Legal Issues: None

689 Development, 237 Pembroke Street

Monthly Rent \$2,719.00

Other:

Lease Renewal Date: July 1st

Inspection: May 2016

Legal Issues: None

Rent Collections: Current

Annual Meeting Date BAMS! : May 2016

Upon a motion made by Cynthia Fitzgerald seconded by Mary Hayes the members voted 5-0 to accept the reports as presented.

At 8:00 p.m. Mary Hayes made a motion seconded by Cynthia Fitzgerald to adjourn the meeting. The motion passed on a 5-0 vote.

A true record



Sede Rendean
