

A regular meeting of the Kingston Housing Authority was held on Tuesday September 13, 2016 at 7:00 p.m. at the office of the Kingston Housing Authority located at 15 Hillcrest Rd. Kingston, MA. The following members were in attendance:

Donald Ducharme
Mary Hayes
Robert Pinato
Cynthia Fitzgerald
Gretchen Emmetts

Dede Riendeau, Executive Director
Chris Plourde, Assistant Facilities & Modernization Manager
Paul Blanchard, Facilities & Modernization Manager

1. Public Comment

A resident from building 4 expresses her concern about the water heater and lack of hot water in the building. Donald states that we will be discussing this on the agenda tonight.

2. Minutes 2016

Members were asked if there were any changes, corrections or omissions to the July 28, 2016 special board meeting minutes. On a motion made by Cynthia Fitzgerald and seconded by Mary Hayes, the members vote 5-0 to approve the minutes.

Members were asked if there were any changes, corrections or omissions to the July 12 2016 regular board meeting minutes. The board mentions that the paragraph nominating Vice Chair needs to be changed from Gretchen Mary Hayes. On a motion made by Robert Pinato and seconded by Cynthia Fitzgerald, the members vote 5-0 to approve the minutes as corrected.

3. Amendment Solar Project Crystal Spring

Paul explains that there have been some delays due to their chapter 11 filing. There is now another slight change in the amount of power and he goes over the memo that explains the difference. They have asked for us to extend the actual operation date to April 1, 2017. Paul thinks that this date will be sooner though because they are under a lot of pressure to get it done. On a motion made by Mary Hayes and seconded by Gretchen Emmetts, the members vote 5-0 to approve the amendment to the contract as stated and discussed.

4. Update Facilities Manager

Paul Blanchard explains that the replacement of the fire alarm detectors have been completed. They will have to re-test the whole system and that should happen sometime next week at the latest. Tenants would be notified in advance. The replacement of the electric panels are out to bid and due by September 29th. The replacement of baseboard radiation heat in the units may be happening, but we will have to wait and see. There have been some issues with the architect doing the siding

for building 4. He put it out to bid without PHA or DHCD`S approval and failed to get us a copy of the advertisement. DHCD has put a stop on the project until somethings get updated. It should be underway early spring now. The company that was prosing to provide a heat pump with a remote condenser is supposed to be out in September. He hopes to have a response soon. Chris asks the residents if the issue is lack of hot water in general or the time it takes to get the water to turn hot. A resident explains that it's both but most of the time you have to run it for 2-3 minutes for the water to turn hot. Paul explains that this is pretty common in an older single pipe system but he will look into seeing if anything else can be done. The members suggest sending out a survey to see if there are other buildings having the same issue or if it's just building 4. There was an issue in building 4 with a handicapped tenant accessing the unit and he has been going back and forth with DHCD. Originally the units all had a sliding glass door which was used as a handicapped access. The sliding doors were all removed years ago making none of these units ADA. Someone came out from DHCD and he put together a possible solution to help the tenant however it still isn't going to meet the code. Paul thinks it's silly to spend the money and have it still not be ADA. He wrote back to DHCD and he hasn't heard back yet. Donald thinks we need to address the one apartment now and the other remaining apartments next year. The members agree to allow Paul to come up with a solution for the one unit now. On a motion made by Cynthia Fitzgerald and seconded by Gretchen Emmetts, the members vote 5-0 to approve Paul Blanchard's report #20 as presented. On a motion made by Cynthia Fitzgerald and seconded by Mary Hayes, the members vote 5-0 to approve Paul Blanchard's report #21 with the changes on the amendment of the solar project.

5. Old/New Business

None

6. Staff Reports

The Director went over the July report and explained that there were 222 people on the waiting list. Our rate of disabled is at 12%. There were 33 work orders issued for the month and inspections are being scheduled. There are no legal issues. The rent for 689 is \$2,719 and they are current. On a motion made by Robert Pinato and seconded by Cynthia Fitzgerald, the members vote 5-0 to approve the board report as given.

The Director went over the August report and explained that there were 223 people on the waiting list. Our disabled rate is still at 12%. There were 20 work orders for the month. Inspections are being done now. Rent is current at the 689. No vote was taken.

7. Warrant

Donald asks for a motion to approve the warrants from July 18th for check numbers 1288-1299 totaling \$17,846.84. On a motion made by Cynthia Fitzgerald and seconded by Robert Pinato, the members vote 5-0 to approve the payables for check numbers 1288-1299.

Donald asks for a motion to approve the warrants from August 4th for check numbers 1300-1309 totaling \$9,125.27. On a motion made by Cynthia Fitzgerald and seconded by Mary Hayes the members vote 5-0 to approve the payables for check numbers 1300-1309.

Donald asks for a motion to approve the warrants from August 25th for check numbers 1310-1316 totaling \$6038.94. On a motion made by Cynthia Fitzgerald and seconded by Mary Hayes the members vote 5-0 to approve the payables for check numbers 1310-1316.

Donald asks for a motion to approve the warrants from June 13th for check numbers 1261-1271 totaling \$28,263.06. On a motion made by Cynthia Fitzgerald and seconded by Gretchen Emmetts, the members vote 5-0 to approve the payables for check numbers 1261-1271.

Donald asks for a motion to approve the warrants from June 13th for check numbers 1272-1287 totaling \$30,186.50. On a motion made by Cynthia Fitzgerald and seconded by Mary Hayes, the members vote 5-0 to approve the payables for check numbers 1272-1287.

Adjournment:

On a motion made by Mary Hayes and seconded by Robert Pinato, the members voted 5-0 to adjourn. The meeting ended at 8:15 p.m.

A true record
