

The regular scheduled meeting of the Kingston Housing Authority (KHA) was held on Tuesday, February 21, 2017 at 7:00 PM at the office of the KHA located at 15 Hillcrest Road. The following Members were present:

Donald Ducharme
Gretchen Emmetts
Mary Hayes

Mr. Paul Blanchard, Facilities and Modernization Manager

The Chairman noted that a quorum was present.

Public Comment: None

Minutes, January 10, 2017: On a motion by Gretchen Emmetts and seconded by Mary Hayes, Members voted 3 to 0 to approve the Minutes as prepared.

Smoking Policy: This policy was discussed at the January 10, 2017 meeting of the KHA and Board Members voted to defer the implementation of this policy in order to provide the residents with some advance notice that the policy was being considered. Following a brief discussion, Members again decided to defer action on the implementation of the policy to allow the Executive Director additional time to notify the residents. On a motion by Mary Hayes and seconded by Gretchen Emmetts, Members voted 3 to 0 to defer final action on the policy until the next regular Board meeting.

Update Facilities Manager – Siding Replacement – Meadowcrest Contract:

Following a brief update on the project status, Paul indicated that 5 bids were received for the siding project, ranging from a high bid of \$395,565 to a low bid of \$167,150. On February 6, 2017, Alpha Contracting Associates Inc. of Roslindale MA submitted a request to withdraw their bid for the project due a mathematical error on their part. On a motion by Gretchen Emmetts and seconded by Mary Hayes, Members voted 3 to 0 to accept the request to withdraw the bid. Paul stated that the next acceptable low bid of \$234,300 was received from Vareika Construction, Inc. West Bridgewater, MA. On a motion by Mary Hayes and seconded by Gretchen Emmetts, Members voted 3 to 0 to award the bid to Vareika Construction, Inc. in the amount of \$ 234,300.

Following the awarding of the bid, on a motion by Gretchen Emmetts and seconded by Mary Hayes, Members voted 3 to 0 to authorize the Executive Director to sign the contract upon DHCD approval, and to authorize Paul Blanchard as an alternate signer.

Lead Paint Certification: Following a brief discussion on lead paint, on a motion by Gretchen Emmetts and seconded by Mary Hayes, Members voted 3 to 0 to approve and submit the annual Lead Paint Certification report to the appropriate authority.

Board Member Training: Chapter 235, Section 5B requires that DHCD establish and implement a comprehensive training program for Board Members of State-Aided Housing Authorities. Members have until June 19, 2017 to complete this on-line training, which was developed by the University of Massachusetts's Donahue Institute. Further information about the training will be forthcoming at the next Board Meeting.

Staff Reports: None

Warrant: On a motion by Mary Hayes and seconded by Gretchen Emmetts, Members voted 3 to 0 to approve the warrant for checks #1403-1417 in the amount of \$44,265.74 and check #1418 in the amount of \$3,383.46.

Adjourn: 7:50 PM

Next Meeting Date: March 14, 2017, 7:00 PM.

A true record
