

A regular meeting of the Kingston Housing Authority was held on Wednesday June 13, 2017 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
Cynthia Fitzgerald
Gretchen Emmetts
Mary Hayes

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

1. Public Comment

None

2. Minutes

The members were asked if there are any changes to the April 11th minutes. A motion was made by Mary Hayes to accept the minutes and was seconded by Gretchen Emmetts with a vote of 4-0 in favor.

3. Facility Updates

The window samples will arrive on Monday June 19th and will be installed. The remaining windows will be measured at that time.

Purchase orders have been issued to repair the pot holes in the parking lot as well as the sunken storm drain. We are waiting for maintenance to schedule time to attend to those repairs.

4. End of Year Report

Dede presented and explained the end of year reports. A motion was made by Cynthia Fitzgerald to accept the Year of End report for 400 and was seconded by Gretchen Emmetts. The motion passed with a vote of 4-0 in favor. A motion was made by Mary Hayes to accept the End of Year report for 689 and was seconded by Gretchen Emmetts. The motion passed with a vote of 4-0 in favor.

Dede informed the members that Richard Conlon, CPA has suggested opening an MMDT account with \$50,000 for 400 program and close the Rockland Trust 689 program account. A motion was made by Cynthia Fitzgerald to open a new MMDT account and transfer \$50,000 from Rockland Trust and was seconded by Mary Hayes. The motion passed with a vote of 4-0 in favor.

5. Warrants

A motion was made by Mary Hayes and seconded by Gretchen Emmetts to approve the warrants for checks #1489 - #1501 with a vote of 4-0 in favor. A motion was made by Cynthia Fitzgerald and seconded by Gretchen Emmetts to approve the warrants for check #1502 – #1510 with a vote of 4-0 in favor.

6. Staff Reports

Dede presented and reviewed the staff reports. The waiting list has 267 people, 31 local residents, 3 emergency, 11 veterans and 108 disable non-elder.

Adjournment

A motion was made and seconded to adjourn with a vote 4-0 in favor.

A true record
