

A regular meeting of the Kingston Housing Authority was held on Tuesday April 17, 2018 at 5:00 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
Cynthia Fitzgerald
Gretchen Emmetts

Dede Riendeau, Executive Director
Chris Plourde, Assistant Facilities & Modernization Manager
Richard Conlon, CPA

Public Comments

None

Minutes

The motion was made by Cynthia Fitzgerald to accept the minutes as written and was seconded by Mary Hayes. The motion passed with a 4-0 vote.

Facility Update

Meadowcrest

- Unit Turn Over - Coordinating unit turnover standards with maintenance 4 units have been completed this year.
- Water heater replacement & Electrical Room Repairs bldg. 3 – We have reviewed 100% construction documents and will be put out to bid by the end of the month.
- Siding Phase II - The contracts have been received back signed and the schematic drawing are under way. This project is planned to be completed the fall on 2019.
- Handicap doors in building 2 & 5 - These need to come up to code like building 3 & 4 prior to the install of new siding. We will be asking for compliance reserve funds from DHCD to cover this expense.
- Community Room Roof – We are not able to use Capitol Funding for the project so we are looking into using budget money.
- Driveway – Needs significant repair. However the Capitol Plan does not allow for us to get to it for another year or so. We will address the problem areas using budget money.

Community Residence

- Walkway Transition - Repair plans are in process and look to be completed this spring/summer.
- Drainage - Repair plans are in process and look to be completed this spring/summer.

BlueWave

Net Metering payout will be sent to us via check instead of a credit. The checks have just recently starting coming in. The question was asked what the check amounts have been. Chris stated he will have the amount of the payments the next meeting.

Formula Funding Award

Dede explained the formula funding award. Mary Hayes made a motion to accept the contract amendment and seconded by Gretchen Emmetts. Motion passed with a 4-0 vote.

FY19 Operating Budget

Richard Conlon reviewed the budget with the board. Cynthia Fitzgerald made a motion to accept the 400-C budget and was seconded by Mary Hayes. The motion passed with a 4-0 vote. Cynthia Fitzgerald made a motion to accept the budget for 689 and was seconded by Mary Hayes. The motion passed with a 4-0 vote.

Staff Reports

Dede reviewed the staff reports with the board.

Warrants

A motion was made by Cynthia Fitzgerald to pay checks #1687 – #1726 and was seconded by Mary Hayes. The motion passed with a 4-0 vote.

Adjournment

Mary Hayes made a motion to adjourn and was seconded by Cynthia Fitzgerald and passed with a 4-0 vote.

Document Issued

Minutes March 15, 2018
Facility Update
FY2019 Operating Budget
Formula Funding Award Letter
March 2018 Staff Reports

A true record
