

A regular meeting of the Kingston Housing Authority was held on Tuesday January 15, 2019 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

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

Public Comments

A tenant stated that Building 4 has had no hot water for two days, and that it has been going on for a month. Todd stated that the main issue is the hot water tanks are not in a great location and are waiting on upgrades to be installed. Chris stated that the Capital Plan has been awarded will be replacing the systems in Building 3 and 4 and the remaining buildings improvements will be on the plan. A tenant from Building 6 said she has also not had consistent hot water. Donald Ducharme apologized and said he appreciated the tenant's patience while dealing with the issue and possibly have more frequent meetings to keep the residents updated. A tenant stated that the cherry tree needs to be pruned. A couple of the residents started to have a verbal dispute during the meeting Donald Ducharme asked the residents to stop getting personal that we will give you updates on actions being taken. Donald Ducharme urged the residents to go to the staff or management about issues within the building.

Minutes

Mary Hayes made a motion to accept the minutes of the November 14, 2018 meeting and was seconded by Donald Ducharme. The motion passed 2-0 with one abstention.

Facility Update

- The trash removal contract is up, and it was put out to bid and received one bid back from Howland Disposal. Cynthia Fitzgerald made a motion to accept Howlands bid and was seconded by Mary Hayes. The motion was passed with a 3-0 vote.
- The fire alarm system contract is up. Sounder System would be renewing their contract. They are responsible for monitoring, testing and repairs. Cynthia Fitzgerald made a motion to accept the contract and was seconded by Mary Hayes. The motion passed with a 3-0 vote.
- The water heaters have had ongoing maintenance being done to them.
- Phase II of the siding construction documents have been approved and two handicap doors for Building 5 and 2 were done.
- Group Homes will be doing drainage work that was awarded from Capital Fund.

000106

Calculation Sheet

DHCD made a new calculation worksheet on how to determine the fees. The amended fee would go from \$43385 in 2019 to \$45,120 in 2020. Cynthia Fitzgerald made a motion to approve the Executive Director of \$8677 in 2019 and \$9024 in 2020 and was seconded by Mary Hayes. The motion passed with a 3-0 vote. *for local FY 19*

- Cynthia Fitzgerald made a motion to accept the budget revision and was seconded by Mary Hayes. The motion passed with a 3-0 vote.
- Cynthia Fitzgerald made a motion to accept revisions for FY 19 400-01 and was seconded by Mary Hayes. The motion passed with a 3-0 vote. *20*
- Cynthia Fitzgerald made a motion to accept revisions for FY 19 689-1 and was seconded by Mary Hayes. The motion passed with a 3-0 vote.
- Mary Hayes made a motion to accept revisions for FY20 400-1 and was seconded by Cynthia Fitzgerald. The motion passed with a 3-0 vote.
- Cynthia Fitzgerald made a motion to accept revisions for FY20 689-1 and was seconded by Mary Hayes. The motion passed with a 3-0 vote.

Money Market

Would like to open a 689-money market account since the current account is not earning much interest.

Warrants

A motion was made by Cynthia Fitzgerald to accept the warrants for October 2018 and was seconded by Mary Hayes. Motion passed with a 3-0 vote. A motion was made by Cynthia Fitzgerald to accept the warrants for November 2018 and was seconded by Mary Hayes. Motion passed with a 3-0 vote. A motion was made by Cynthia Fitzgerald to accept the warrants from December 2018 and was seconded by Mary Hayes. The motion passed with a 3-0 vote.

Staff Reports

Dede reviewed the staff reports with the board.

Adjournment

Donald Ducharme made a motion to adjourn and was seconded by Mary Hayes. Motion passed with a 3-0 vote.

Document Issued

Minutes November 14, 2018
Facility Update

A true record


