

A regular meeting of the Kingston Housing Authority was held on Tuesday February 11, 2020 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  
Cynthia Fitzgerald  
Mary Hayes  
Gretchen Emmetts

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

### **Minutes**

Gretchen Emmetts made a motion to accept the minutes of the January 14, 2020 meeting and was seconded by Cynthia Fitzgerald. The motion passed with a 4-0 vote.

### **Facility Update**

- Electric Room Repairs & Water heater replacement (KHA 14-B, FISH #145042). Nangle Engineering – Nangle has had trouble obtaining an architect that could do the work in the time frame we required so DHCD directed Nangle to proceed as originally planned and use the manufactures representatives to sign off on the structural items. A work order has been applied for with Eversource and we will hopefully be going out to bid in the next couple of months for a late spring early summer start.
- Siding Phase II (KHA 17-A & 18-B, FISH #145052 & 145054) – Vareika has pushed as far as they can go this year. Because of the fluctuating temperatures and temps dropping below 40 the EFIS finishing coats can not be applied. Vareika has tied up any loose ends and prepared the site for winter. We are looking to start things back up in April. It really is only building #1 & 2 with some finishing punch list items on all buildings.
- Upon further review and discussion with Sounder Systems the installation of the cameras will require the use of the Fire Alarm cable conduit. We need to replace the Fire Alarm Cable anyways but will have to do both the FA and Camera work at the same time. If we are to do things separately, we run the risk of damaging things. The board approved the camera work in the amount of \$10,940.75 at the last meeting. I had Sounder Systems put together a combined proposal so the new amount will be \$24,424.25. We will verify with our accountant that the yearend revision will still cover these expenses. We would ask the board to award the new amount to complete the FA and Camera projects if the budget allows to.
- Community residence 689.1 – Drainage and walkway repairs (KHA 16-A & B, FISH #145047) – This has been pushed back and will become a spring/summer project.

- Community residence 689.1 – Roof & Gutter Replacement (KHA 19-A, FISH #145055) – We will begin working on this project once we get some of the other projects underway.

**Warrants**

There are no warrants this month due to the accountant closing out the books.

**Staff Reports**

There are no staff reports this month due to the account closing out the books.

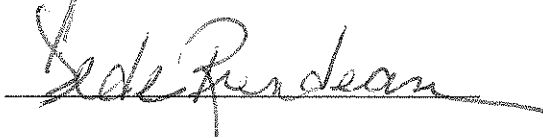
**Adjournment**

Cynthia Fitzgerald made a motion to adjourn and was seconded by Gretchen Emmetts. The motion passed with a 4-0 vote.

**Document Issued**

Minutes January 14,2020  
Facility Update

A true record



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