

A regular meeting of the Kingston Housing Authority was held on Tuesday August 11, 2020 at 5:00pm via video conference (due to COVID-19). The following were in attendance:

Donald Ducharme, Chairman
Mary Hayes, Treasurer
Cindy Fitzgerald, Commissioner

Also present:

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

MEETING LOCATION: Via Zoom 1-929-205-6099 ID 8072857447# Password 216207#

Public Comment

None

Approval of Minutes:

Dede pointed out a typo on the June Minutes under COVID-19 update to be corrected. On a motion made by Gretchen Emmetts and seconded by Mary Hayes, the Board voted 4-0 to approve the meeting minutes of June.

Staff Reports:

Dede reported as of July there were 1,102 on the waiting list, 86 locals, 365 emergencies, 67 veterans and 374 non-elderly/disabled. There is a vacancy right now that will be a transfer. She went over rent collections for all programs. On a motion made by Cindy Fitzgerald and seconded by Mary Hayes, the Board voted 4-0 to approve the staff report.

Facilities Update:

Chris reported that DHCD gave the greenlight to proceed with general work orders and all construction with added safety measures. There were no bids received for the electric room project. DHCD suggested refurbishing rather than replacing and he is waiting to hear back from the Engineer. Phase 2 of the siding has been completed. He is asking for a vote for substantial completion. On a motion made by Cindy Fitzgerald and seconded by Mary Hayes, the Board voted 4-0 to approve the certificate of substantial completion for the siding project.

He explains he has a walk through coming up and asks if the Board feels comfortable approving the final completion now if there are no issues or changes at the walk through. On a motion made by Gretchen Emmetts and seconded by Cindy Fitzgerald, the Board voted 4-0 to approve the certificate of final completion in the amount of \$68,575.10. Security cameras will be finishing up soon. He is soliciting pricing for walkway and drainage areas.

Warrant:

On a motion made by Gretchen Emmetts and seconded by Cindy Fitzgerald, the Board voted 4-0 to approve the warrant for June in the amount of \$21,118.86.

On a motion made by Mary Hayes and seconded by Gretchen Emmetts, the Board voted 4-0 to approve the warrant for July in the amount of \$38,865.46.

Next Meeting Date:
September 8, 2020 at 5:00pm

Adjournment:

On a motion made by Cindy Fitzgerald and seconded by Mary Hayes, the Board voted 4-0 to adjourn, the meeting adjourned at 5:30pm.

A true record
