

A regular meeting of the Kingston Housing Authority was held on Wednesday October 19, 2022 at 5:00pm. The following members were in attendance:

Gretchen Emmetts, Chairman
Mary Hayes, Commissioner
James Meau, Tenant Appointee and Treasurer

Also present:
Greg McGowan, Facilities & Modernization Manager
Chris Plourde, Assistant Executive Director

Absent:
Dede Riendeau, Executive Director
Cindy Fitzgerald, Vice-Chair

Public Comment
None

Minutes:
None

Resident Service Coordinator Application:
Chris explained that we received grant money to fund this position. The plan is to hire someone to spend time at all the housing authorities. The employee will technically be an employee of OCES, but some of their salary will be supplemented by our grant money.

Facilities Update:
Greg explained that the lowest bidder for annual painting at turnovers was Domain Painters. On a motion made by Gretchen Emmetts and seconded by Mary Hayes, the board voted 3-0 to award the contract to Domain Painters.

American Laundry Equipment was the only bidder for laundry services and came with great referrals. KHA will receive 40% of the gross profits. All the machines will be brand new and the service will be a lot better than the existing contractor. On a motion made by Gretchen Emmetts and seconded by James Meau, the board voted 3-0 to award the contract to American Laundry Equipment.

Exterior handrails at Meadowcrest have been completed by NRS metalworks. On a motion made by Gretchen Emmetts and seconded by James Meau, the board voted 3-0 to accept the certification of substantial and final completion and release the payment of \$6,979.65.

Drainage and walkway repairs at Pembroke Street were completed. 2 change orders were due to a time extension and some added asphalt and paver repairs to alleviate any trip hazards. On a motion made by Gretchen Emmetts and seconded by James Meau, the board voted 3-0 to accept the certification of substantial and final completion, change orders and release the payment to LaRovere Companies.

The asphalt roof replacement at Pembroke Street has been completed by JJS Universal Construction Company. On a motion made by Gretchen Emmetts and seconded by James Meau, the board voted 3-0 to accept the certification of final completion and release the payment.

Warrant:

The board held off on approving August and September warrant until they receive clarification as to why Sounder Systems was paid twice for the same amount as well as what their \$500 service call was for in September. Chris will provide more information at the next meeting.

Adjournment:

On a motion made by Gretchen Emmetts and seconded by Mary Hayes, the board voted 3-0 to adjourn, the meeting adjourned at 5:27pm.

A true record
