

A regular meeting of the Plymouth Housing Authority was held on Monday February 22, 2021 at 9:30am via video conference (due to COVID-19). The following were in attendance:

Nicole Long, Chairman
Russ Shirley, Vice-Chairman
Mary Ann Veiga, Commissioner
Dave Ward, Treasurer

Chris Plourde, Facilities & Modernization Manager
Richard Conlon, Fee Accountant

MEETING LOCATION: Via Zoom 1-929-205-6099 ID followed by a # - 8072857447 password followed by # - 216207

Approval of Minutes:

On a motion made by Russ Shirley and seconded by Mary Ann Veiga, the board voted 4-0 to approve the regular meeting minutes of January.

Certification of Year End Financial Statements and Tenants Accounts Receivables Data:
Rich Conlon goes over the analysis of the operating reserve report. On a motion made by Russ Shirley and seconded by Dave Ward, the board voted 4-0 to approve the Certification of Year End Financial Statements and Tenants Accounts Receivables Data.

Certification of Top 5 Compensation:

Rich explained that the top highest paid positions need to be reported to DHCD each year and voted on by the board. On a motion made by Russ Shirley and seconded by Dave Ward, the board voted 4-0 to approve the Top 5 Compensation Certification.

Certification of Compliance with Notifications procedures for Federal and State Lead Paint Laws:

Chris explained this is another annual certification that board members need to sign. On a motion made by Russ Shirley and seconded by Mary Ann Veiga, the board voted 4-0 to approve the Certification of Compliance for Federal and State Lead Paint Laws.

Facilities Update:

Approve Bid for Castle Court Window Replacement Project- Chris reported that the Cherry Hill window project is still in a waiting phase with COVID-19. The same contractor will be used for the Southfield and Castle Court projects. On a motion made by Russ Shirley and seconded by Dave Ward, the board voted 4-0 to award the Castle Court window replacement project to Nina Construction in the amount of \$356,000.

Chris explained that he had a pre-construction meeting for the slider project at Southfield.

Final Payment High Cliff Elevator- Chris reported that there were some issues with the control boards, but the project has finally been completed. On a motion made by Russ Shirley and seconded by Dave Ward, the board voted 4-0 to approve the final payment in the amount of \$19,705.67.

Approve Amendment No. 8 to the CFA5001

Chris explained that the state released this amendment in the amount of \$656,599. On a motion made by Dave Ward and seconded by Mary Ann Veiga, the board voted 4-0 to approve Amendment No. 8 to the CFA5001.

Garibaldi Club

Chris asked if anyone had questions about the letter written by attorney Driscoll. On a motion made by Russ Shirley and seconded by Dave Ward, the board voted 4-0 to send the letter as written to the Garibaldi Club.

Old Business/New Business

Russ Shirley reported that the proposal came in for the asbestos removal at Oak Street. CPA will pick up the bulk of that cost. The Towns attorney will be working on the closing of the sale.

Nicole Long acknowledged the job well done for planning the vaccinations at PHA. Russ Suggests reopening the community rooms in March or April and recommends discussing at the next meeting.

Warrant

On a motion made by Russ Shirley and seconded by Dave Ward, the board voted 4-0 to pay the bills.

Public Comment

None

Next Meeting Date

March 15, 2021

Adjournment:

On a motion made by Russ Shirley and seconded by Dave Ward, the board voted 4-0 to end the meeting. The regular meeting adjourned at 10:15am.

Public Comment:

None

A true record

A handwritten signature in dark ink, appearing to read "Lede Rendeau", is written over a horizontal line.

A regular meeting of the Plymouth Housing Authority was held on Monday December 13, 2021 at 9:30am. The following were in attendance:

Russ Shirley, Chairman
Mary Ann Veiga, Commissioner
Lisa Reilly, Treasurer (participated remotely)
Dave Ward, Vice-Chairman
Nicole Long, Commissioner

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

MEETING LOCATION: Plymouth Housing Authority Conference Room. But public were given the option to call in Via Zoom 1-929-205-6099 ID followed by a # - 8072857447 password followed by # - 216207

Approval of November 2021 Minutes

On a motion made by Nicole Long and seconded by Dave Ward, the board voted 5-0 to approve the regular meeting minutes of November.

Facilities Update

- 239086–Cherry Hill Windows –Approve CSC, CFC and Final Payment \$6,229.02

On a motion made by Dave Ward and seconded by Nicole Long, the board voted 5-0 to approve the certificate of substantial completion and release the final payment.

- 239090–Castle Court Windows –Approve CSC, CFC and Final Payment \$17,800

On a motion made by Mary Ann Veiga and seconded by Nicole Long, the board voted 5-0 to approve the certificate of substantial completion and release the final payment.

- Standish/Olmsted Fence – CFC and Final Payment

On a motion made by Nicole Long and seconded by Dave Ward, the board voted 5-0 to approve the certificate of final completion and release the final payment of \$3,723.00.

Oak Street Update

Chris reported that the tree company came out, but the stumps still need to be removed. striping will be happening this week.

Old Business/New Business

Chris reported that the laundry contract is up. On a motion made by Nicole Long and seconded by Mary Ann Veiga, the board voted 5-0 to extend the laundry contract to 5 years with the option to add on 2 years at the end. On a motion made by Dave Ward and seconded by Lisa Reilly, the board voted 5-0 to continue with CSC at a 60% revenue rate.

Dede reported that they held the booster clinics and about 200 tenants received them.

Warrant

On a motion made by Dave Ward and seconded by Mary Ann Veiga, the board voted 5-0 to pay the bills for November.

Public Comment

Next Meeting Date: January 10, 2022

Adjournment:

On a motion made by Lisa Reilly and seconded by Nicole Long, the board voted 5-0 to end the meeting. The regular meeting adjourned at 9:50am.

A true record
