

A regular meeting of the Plymouth Housing Authority was held on Monday January 12, 2026 at 9:30am. The following were in attendance:

Dennis Sampson, Commissioner
Mary Ann Veiga, Commissioner
Lisa Reilly, Treasurer
Nicole Long, Vice-Chair

Chris Plourde, Executive Director
Greg McGowan, Modernization Specialist
Cathy Vailliant, Assistant Director

Absent:
None

1. Minutes:

On a motion made by Mary Ann Veiga and seconded by Lisa Reilly, the board voted 4-0 to approve the regular meeting minutes of November 2025.

On a motion made by Mary Ann Veiga and seconded by Lisa Reilly, the board voted 4-0 to approve the regular meeting minutes of December 2025.

2. Executive Director Report

A. Town of Plymouth Selectboard joint February meeting- PHA board vacancy

Chris explained that the selectboard requested a joint meeting on February 10th. Both boards will have an opportunity to discuss and vote on any interested applicants.

B. Allerton Street Office Vacancy

Chris reported that he spoke with our housing Specialist Kim who put him in contact with a gentleman named Matt who handles this. He will give info on that space and we could potentially add it to the list and possibly be able to fund it through that. If that doesn't work we could potentially do a private conversion venture but we would be responsible for funding it.

3. Facilities Updates / Approvals

A. Exterior Painting- Northfield Certificate of Substantial Completion.

Greg stated that the contractor believes they are done. He does not think that they are and currently working with other contractors to get quotes to finish the punchlist. He is hoping they can deduct the cost of new contractor out of their final payment. On a motion made by Lisa Reilly and seconded by Mary Ann Veiga, the board voted 4-0 to approve the Certificate of Substantial Completion.

4. Old/New Business:

The budget that was approved that month was kicked back. The figures for the ED salary was incorrect because the calculations were off. He is working with Kim, our housing specialist, as well as CBIZ to get it resolved.

Dennis asked for an update on the roofing project. Greg reported that it will take place in the spring and money will be held until then.

5. Warrant:

On a motion made by Nicole Long and seconded by Lisa Reilly, the board voted 4-0 to approve the warrant.

6. Affordable Housing of PHA LLC:

A. Management Agreement Approval (High Cliff, Northfield)

Chris reported that it is part of the conversion and it needs to be established at some point. Plymouth Housing will be managing for the Housing Trust. It will be a 5-year agreement and a 6% of gross revenue for payment. The board agrees to review and discuss at the next meeting.

7. PHA Board Member Update- CPC Board Set:

None

8. Public Comment:

A tenant complained of lack of parking in the snow after she shoveled out her space and that a visitor took it. Chris stated that he will discuss specifics with her after the meeting.

9. Meeting Date: Monday February 23, 2026 @9:30a.m.

10. Adjournment:

On a motion made by Lisa Reilly and seconded by Nicole Long the board voted 4-0 to adjourn. The meeting ended at 10:15am.

A true record
