274

MINUTES OF THE REGULAR MEETING
OF THE LUDLOW HOUSING AUTHORITY
October 16, 2019

RECEIVED
TOWN CLERK'S OFFICE
2019 OCT 17 P 2:25
TOWN OF LUDLOW

REGULAR MEETING
AT THE COLONIAL SUNSHINE MANOR COMMUNITY ROOM,
LOCATED AT 114 WILSON STREET, LUDLOW, MASSACHUSETTS 01056

The meeting was called to order by Chairperson David Sepanek at 11:22 a.m.

1. Upon roll call those present were as follows:
   Present: David Sepanek Susan Stanek Audrey Polmanteer
   Also, in attendance: Secretary Robin Carvide
   Tenants: P. Charboneau

The secretary posted the Notice of Meeting at the Town Clerk's office 10/10/2019 at 9:41 a.m.

2. Acceptance of the Minutes of the Meeting:

   Upon a motion made by Audrey Polmanteer, which was seconded by Susan Stanek, it was unanimously voted to accept the minutes of September 18, 2019 and October 1, 2019, as written. All in favor

3. Payment of Bills:
   Upon a motion by Susan Stanek, which was seconded by Audrey Polmanteer, it was unanimously voted to approve the payment of bills from check # 20097 to 20134 for a total of $82,334.21 All in favor.

4. Financial Report: September & FYE 2019 will be available next month.

5. Modernization Report:

   A. Offline Houses: FISH # 161075
      a. Letter of Approval was received and acknowledged for permission to sell 7 Maple Street and 668 Center Street to the highest accepted bidders. Closing date can now be set.
      b. Certificate of vote. Upon a motion made by Audrey Polmanteer, which was seconded by Susan Stanek, it was unanimously voted to accept the certificate of vote authorizing David Sepanek or Robin Carvide to sign documentation including deeds in the sale of 7 Maple Street & 668 Center Street. All in favor

275

Board Meeting Minutes

CERTIFICATE OF VOTE

RECEIVED
TOWN CLERK'S OFFICE
2019 OCT 17 P 2:25
TOWN OF LUDLOW

I, Robin Carvide, do hereby certify

THAT I am the Executive Director of Ludlow Housing Authority (hereinafter LHA) clerk to the Board of Commissioners of the LHA and that at a duly authorized Special Meeting of the Board of Commissioners of the LHA held on the 16th day of October, 2019, a quorum of the Board of Commissioners for the LHA being present and voting throughout the meeting, the following resolutions were unanimously adopted:

I, ROBIN CARVIDE, reported to the meeting that

The LHA has entered into two purchase and sales agreements for the sale of real estate owned by the LHA and that it is necessary for someone be authorized to act on behalf of the LHA to sign all necessary documentation to effectuate said sales including, but not limited to deeds to the real estate.

After discussion, it was by a majority of the board:

VOTED: That David Sepanek in his capacity as Chairman of the Board of Commissioners of the Ludlow Housing Authority be and is hereby authorized, on behalf of this Authority, and in its name: To sign all necessary documents including, but not limited to the deed for the property located at 668 Center Street, Ludlow, MA to Andrzej Lipior and Halina Lipior;

VOTED: That David Sepanek in his capacity as Chairman of the Board of Commissioners of the Ludlow Housing Authority be and is hereby authorized, on behalf of this Authority, and in its name: To sign all necessary documents including, but not limited to a deed for the property located at 7 Maple Street, Ludlow, MA, to Roxdot Rehabs, LLC;

VOTED: OR that Robin Carvide in her capacity as Executive Director of the Ludlow Housing Authority be and is hereby authorized, on behalf of this Authority, and in its name: To sign all necessary documents including, but not limited to the deed for the property located at 668 Center Street, Ludlow, MA to Andrzej Lipior and Halina Lipior;

VOTED: OR that Robin Carvide in her capacity as Executive Director of the Ludlow Housing Authority be and is hereby authorized, on behalf of this Authority, and in its name: To sign all necessary documents including but not limited to the deed for the property located at 7 Maple Street, Ludlow, MA, to Roxdot Rehabs, LLC;

RECEIVED
TOWN CLERK'S OFFICE
2019 OCT 17 P 2:25
TOWN OF LUDLOW

B. Vestibule Repairs FISH # 161088: work has been started
C. PHN 2019-13 TA for Vacant Land Dev- Letter received that Sommer Street has been approved for grant to do a study on the feasibility of developing vacant land.
D. State Street Trees: FISH # 161098 All down but one medium tree and one small tree.
E. Chestnut Street Trees: FISH # 161103 Town came and marked trees. Waiting for Town to cut down and trim trees in question. We may have to hire to trim some extra but must wait until they are complete.
F. Driveway 37 Warren Street FISH # 161106: RCAT had contractor look at for estimate
G. Boilers at buildings 3 & 7 Wilson Street FISH # 161090: Ran into some issues, change order has been sent in and approved.

6. Correspondence:
   A. Letter read and acknowledged from new tenant at 136 Wilson Street pertaining to laundry facility usage.
      After discussion:
      Upon a motion by Audrey Polmanteer, which was seconded by Susan Stanek, it was unanimously voted to let Stanley Grondalski use the laundry facilities on a 3-month trial basis, if he does his own laundry. He may have a PCA or a helper to assist him. All in favor
   B. PHN 2019- 21 was reviewed with the accountant at the October 1, 2019 meeting.
   C. PHN 2019-22 was reviewed with the accountant at the October 1, 2019 meeting.
   D. PHN 2019-23 RCAT Advisory Board Elections After discussion David Sepanek showed interest in being nominated to run for the RCAT Advisory Board. Upon a motion made by Susan Stanek, which was seconded by Audrey Polmanteer, it was unanimously voted to nominate David Sepanek for election to the RCAT Advisory Board. All in favor
   E. PHN 2019-24 NOFA Creation of Regional Authorities: read and acknowledged

7. Old Business:
   A. Employee Personnel Policies & Progressive Discipline: New packets handed out for next meeting review.
   B. Tabled: Response to letter from CHD asking to have laundry room privileges re-instated. Laundry facilities is in CIP to be revamped.
8. Motion to adjourn:
   Upon a motion by David Sepanek, which was seconded by Audrey Polmanteer, it was unanimously voted to adjourn the meeting. All in favor
   Chairperson David Sepanek adjourned the meeting at 10:50 a.m.

Respectively Submitted

Robin Carvide