279

MINUTES OF THE REGULAR MEETING
OF THE LUDLOW HOUSING AUTHORITY
December 18, 2019

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2019 DEC 19 A 9:12
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 11:00 a.m.

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

The secretary posted the Notice of Meeting at the Town Clerk's office 12/13/2019 at 12:06 p.m.

2. Acceptance of the Minutes of the Meeting:

   Upon a motion made by Audrey Polmanteer, which was seconded by Patricia Holley, it was unanimously voted to accept the minutes of November 20, 2019, as written.
   All in favor

3. Payment of Bills:
   Upon a motion by Patricia Holley, which was seconded by Audrey Polmanteer, it was unanimously voted to approve the payment of bills from check # 20188 to 20222 for a total of $104,779.07 All in favor.

4. Financial Report: November Accountant Report read and acknowledged. Reserve at 110.6% and Net Income is $206,471. This number is distorted due to the selling of two houses. Will be accurate when purchase replacements. Question on solar credit 0, and line item 4570 & line item 3115 are both negative 1557 both frauds. Will contact accountant to verify numbers.

   Upon a motion made by Susan Stanek, which was seconded by Patricia Holley, it was unanimously voted to approve the November Report once items listed above are verified or changed to accurate numbers. All in favor

   Discussed and update on two floods at Chestnut Street and one eviction that will costs about 7,500 worth of damage.

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5. Modernization Report:
   A. Offline Houses: FISH # 161075: update: no bid have been received yet.
   B. PHN 2019-13 Technical Assistance for Vacant Land Development: waiting for Engineering Company to contact for meeting.
   C. State Street Trees: FISH # 161098 Completed
   D. Chestnut Street Trees: FISH # 161103 Town came and marked trees. Waiting for Town to cut down and trim trees in question.
   E. Driveway 37 Warren Street FISH # 161106: RCAT had contractor look at for estimate
   F. Boilers at buildings 3 & 7 Wilson Street FISH # 161090: Ran into some issues, change order has been sent in and approved.

6. Correspondence:
   A. PHN 2019-27 was reviewed & acknowledged. Went over items that were sent in for Safety & Health Money.
   B. PHN 2019-28 was reviewed & acknowledged.

7. Old Business:
   A. Employee Personnel Policies & Progressive Discipline: Sent to attorney for 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. New Business:
   Discussed the new lighting fixtures and lights we will be receiving for Chestnut Street and Wilson Street, all fully funded through the LEAN Audit we had last month. Still waiting to see if we will receive monies for State Street Development and Weatherization Monies for all three Developments.

9. 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 12:10 p.m.

Respectively Submitted
Robin Carwide