MINUTES OF THE REGULAR MEETING
OF THE LUDLOW HOUSING AUTHORITY
January 15, 2020

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2020 JAN 16 A 8:30
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, L. Barsalou

The secretary posted the Notice of Meeting at the Town Clerk's office 01/09/2020 at 11:23 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 December 18, 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 # 20223 to 20268 for a total of $123,605.90 All in favor.

4. Financial Report: No accountant reports. Adding in solar net credits. Working out issues with Eversource.
   Lean audit: received funding for light fixtures at all three developments
   Safety Award: (4) projects were approved for a total of $20,460.00
   (2) floods at Chestnut Street, looking for funds to cover uncovered costs.

5. Modernization Report:
   A. Offline Houses: FISH # 161075: update: Meeting posted for Friday: No bids received yet have till Friday at 11:00 a.m. if no bids received meeting will be cancelled.
   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

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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:
Upon a motion made by Susan Stanek, which was seconded by Patricia Holley to approve the Completion for Adams Plumbing FISH # 161090. All in favor

6. Correspondence:
   A. PHN 2019-29-30-31 was reviewed & acknowledged.
   B. PHN 2020-1 was reviewed & acknowledged.
   C. Award Letter: Commonwealth of Massachusetts is awarding the Ludlow Housing Authority $236,389 in Formula Funding for Fiscal Year End 2023.

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:

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 11:45 a.m.

Respectively Submitted
Robin Carvide