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MINUTES OF THE BOARD MEETING
OF THE LUDLOW HOUSING AUTHORITY
August 25, 2021
114 Wilson Street, Ludlow, MA 01056

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TOWN OF LUDLOW

The meeting was called to order by Chairperson Susan Stanek at 11:03 a.m.

1. Upon roll call those present were as follows:
   Present: Susan Stanek, Audrey Polmanteer, Joshua Carpenter
   Absent: David Sepanek
   Also, present: Robin Carvide (5) tenants from Wilson Street

The secretary posted the Notice of Meeting at the Town's Clerk's office 08/19/2021.

2. Upon a motion made by Joshua Carpenter, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the minutes from July 21, 2021, Board Meeting as written. All in favor

3. Payment of Bills:
   Upon a motion made by Joshua Carpenter, which was seconded by Audrey Polmanteer, it was unanimously voted to pay the bills. Check # 21118 to Check # 21159 for a total of $49,681.65 All in favor

4. Financial Report:
   A. Annual Plan and Budget Revision were approved.

5. Modernization Report:
   A. FISH # 161100 Laundry Room reconfiguration Wilson Street: Construction Active
   B. FISH # 161117 Vanity State Street Development DHCD design
   C. FISH # 161104 Replace windows John Thompson Manor
      Upon a motion made by Joshua Carpenter, which was seconded by Audrey Polmanteer, it was unanimously voted to approve the Certification of Substantial Completion for Buildex Construction, Inc. for installation of replacement windows at 26/28 and 38/40 Benton Street and to pay 1st payment of $41,702.15. All in favor
   D. FISH # 161099 PTAC Upon a motion made by Joshua Carpenter, which was seconded by Audrey Polmanteer, it was unanimously voted to make payment # 1 to Davison Company Inc. for 42,445.66. All in favor
   E. FISH # 161082 Hall Window Replacement Wilson Community Room active.

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6. Reading of the Correspondence:
   A. Reviewed PHN 2021-15 Mandatory Data Reporting Completed
   B. Reviewed PHN 2021-16-17

7. Old Business:

   A. Ethic Summary Information & on-line test: only missing (1) online
   B. PHN 2019-13 Technical Assistance for Vacant Land Development
   C. Senior Center Movement Plan: Waiting for Selectmen to vote on if leasing bottom floor of Chestnut Street.
   D. Visitor parking: Showed diagram of parking lot and spots that need to be reserved for tenants of empty apartments until we know who has a car. The diagram was agreed upon less the two visitor parking spots to the left and right of fire hydrant. Visitor spots will be towards the center island, and amounts will fluctuate as tenants with vehicles changes.

8. New Business

   A. COVID 19 Restrictions: Keeping halls closed to see which direction COVID takes in Ludlow. Watching case numbers.
   B. Available Tenant Board Position: Cut-off date for letters of interest is August 26, 2021 to Town Clerk.
   C. David Sepanek to address Board on Federal/State Alternative Housing: Vote tabled until David is present and more detailed information on what our options are with land from PHN 2019-13 Vacant Land Development.

9. Motion to adjourn.
   Upon a motion made by Joshua Carpenter, which was seconded by Audrey Polmanteer, Chairperson Susan Stanek adjourned the meeting at 12:15 p.m.

Sincerely Submitted:

Robin Carvide

Robin Carvide.

Next Regular Scheduled & Annual Plan Hearing meeting will be September 15, 2021