382

MINUTES OF THE BOARD MEETING
OF THE LUDLOW HOUSING AUTHORITY
July 26, 2022, at 11:00 a.m.
114 Wilson Street, Ludlow, MA 01056

RECEIVED
TOWN CLERK'S OFFICE
2022 JUL 28 P 1:15
TOWN OF LUDLOW

The meeting was called to order by Chairperson Susan Stanek at 11:00 a.m.

1. Upon roll call those present were as follows:
   Present: Susan Stanek Audrey Polmanteer
   Raymond Anderson Jon Baldwin David Sepanek

   Also, present: Robin Carvide (Computer), A. Malmborg, Christina Climo

The secretary posted the Notice of Meeting at the Town's Clerk's office 07/21/2022 at 3:35 p.m.

2. Acceptance of the Minutes of the Meeting:
   Upon a motion made by David Sepanek, which was seconded by Jon Baldwin, it was unanimously voted to accept the minutes from June 15, 2022, as written. All in favor

3. Payment of the bills: Detailed report
   Upon a motion made by David Sepanek, which was seconded by Audrey Polmanteer, it was unanimously voted to pay the following bills for June 10, 2022, to June 30, 2022, check numbers 21600 to 21647 for a total of $161,748.44. All in favor
   Upon a motion by David Sepanek, which was seconded by Jon Baldwin, it was unanimously voted to pay the following bills from July 1, 2022, to July 25, 2022, check numbers 21648 to 21695 for a total of $111,639.50. All in favor

4. Financial Report:
   A. May & June Accountant Report: The Financial Report for May and June were reviewed. Reserves are 73.4% and 74.3% respectively.
      Upon a motion made by David Sepanek, which was seconded by Jon Baldwin, it was unanimously voted to accept May and June's Financial Reports. All in favor

5. Modernization Report:

   A. FISH # 161117 Vanity State Street Development DHCD design
   B. FISH # 161102 Replace common flooring: Chestnut Street
   C. FISH # 161132 Asbestos Removal 103B Wilson Street: LHA
   D. FISH # 161133 Asbestos Removal 102C Wilson Street: LHA
   E. FISH # 161125 Congregate Accessibility Remodel: 136 Wilson: DHCD

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6. Reading of the Correspondence:

   The Board read and acknowledged PHN 2022-09 to PHN 2022-12

7. Old Business:

   A. PHN 2019-13 Technical Assistance for Vacant Land Development: Waiting for sub-division emailed for update: no reply

   B. Chestnut Street: We will be tabled tonight at the Selectmen's meeting and will be called back at the next Selectmen's meeting.

   C. Policy update: (3) new policies to be written/updated by August meeting for CHAMP: Language Policy, Fair Housing Policy & Reasonable Accommodations Policy

8. New Business:
   A. Board met with Adam and Christina from Exit 7. They presented information about securing a lease with the housing authority and some other spaces and programs they would like to have or host. There was a discussion about heating and air systems, length of lease, repairs, maintenance, and types of programs. Their current lease from the Town of Ludlow was extended to September 30, 2022.
   Upon a motion made by Jon Baldwin, which was seconded by Audrey Polmanteer, it was unanimously voted that the Ludlow Housing Authority will provide a lease to the Exit 7 Theatre. Details and conditions will be addressed at the next meeting on August 23, 2022. All in favor
   B. Parking issues were discussed pertaining to Wilson Street Development. Letter to be sent to tenants at 88-96 Wilson Street that visitors are not to park on the grass lawns. There are some visitor spots inside the parking lot or one or two cars can fir in the area to the right of the two assigned spaces. They can park in the road but please ask them to not park close to the Housing entrance, tenants are having a hard time taking a left out of the entrance due to cars blocking vision.
   We will have maintenance park two of the work vehicles in the two spots next to visitor parking to open the front at night and weekends.

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9. Motion to adjourn.
   Upon a motion made by Jon Baldwin, which was seconded by David Sepanek, Chairperson Susan Stanek adjourned the meeting at 12:00 p.m.

Sincerely Submitted:
Robin Carvide
Robin Carvide

Next Regular Scheduled meeting will be Tuesday, August 23, 2022