MINUTES OF THE BOARD MEETING
OF THE LUDLOW HOUSING AUTHORITY
May 30, 2023, at 11:00 a.m.
114 Wilson Street, Ludlow, MA 01056

RECEIVED
TOWN CLERK'S OFFICE
2023 JUN -1 A 11:39
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 Raymond Anderson Jon Baldwin
   Audrey Polmanteer
   Also, present: Robin Carvide No one else was present

The secretary posted the Notice of Meeting at the Town's Clerk's office 05/25/2023.

1. Acceptance of the Minutes of the Meeting:
   Upon a motion made by Raymond Anderson, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the minutes from April 25, 2023, as written. All in favor

2. Payment of the bills: Detailed report

   Upon a motion made by Jon Baldwin, which was seconded by Raymond Anderson, it was unanimously voted to approve the bills Check # 22108 to Check # 22150 for a balance of $117,793.41. All in favor

3. Financial Report:

   A. Monthly Accountant Report: Reviewed February and March 2023
   February 2023 Reserve 38.9% March Reserve 40.6%

   B. Letter from Jennifer D. Maddox: Compliance Reserve Award Letter for $310,211.00 to cover the costs of code compliance required for accessibility modifications for a group home located at 136 Wilson Street, Ludlow, MA 01056

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4. Modernization Report:
   A. FISH # 161102 Replace Common Area Floors: Chestnut St: DHCD Switched RCAT.
   B. FISH # 161129 Colonial Sunshine Manor Roof Replacement: DHCD NTP 03282023
   C. FISH # 161121 Replace Concrete Door entry pads: State Steet: LHA
   D. FISH # 161127 VCT replacement at turnover State Street: LHA
   E. FISH # 161125 Congregate Accessibility Remodel: 136 Wilson DHCD: design
   F. FISH # 161137 ARPA FF: 69 State/20Meadow Street: Asphalt Roof: Scope RCAT
   G. FISH # 161136 ARPA FF: 87 State Street Community Building: Roof: Scope RCAT
   H. FISH # 161138 ARPA FF: State St Development Balcony Repair: Scope RCAT
   I. FISH # 161139 ARPA FF: Electric Panel Replacement: State Street: LHA
   J. FISH # 161153 ARPA FF: New boiler Chestnut Street: RCAT
   K. FISH # 161141 ARPA FF Maintenance Garage repairs Wilson Street: RCAT
   L. FISH # 161142 ARPA FF Foundation Insulation Repair New Wilson: RCAT
   M. FISH # 161143 Replace crank out windows Chestnut Street: RCAT
   N. FISH # 161144 New Asphalt Maintenance Garage: RCAT
   O. FISH # 161146 Unit turnover Chestnut Street: LHA
   P. FISH # 161147 Vacancy Turnover Chestnut Street: LHA Completed
   Q. FISH # 161148 Vacancy Turnover Chestnut Street: LHA
   R. FISH # 161149 Vacancy Turnover Wilson 2022: LHA Completed
   S. FISH # 161151 Flooring Abatement and replacement State Street: LHA
   T. FISH # 161152 Flooring Abatement and replacement State Street: LHA
   U. FISH # 161154 Flooring Abatement and replacement State Street: LHA

5. Reading of the Correspondence:

   A. & B. PHN 2023-06 & PHN 2023-07 were read and acknowledged.
   B. DHCD is now Executive Office of Housing & Livable Communities

6. Old Business:

   A. Policy updates: Grievance Procedures: Tabled
   B. Update: Office part-time help. New Employee starts June 6, 2023
   C. Working on ad to hire RSC.
   D. Grandview Property: check to see if it can be perked and if not then discuss new PHN to sell vacant property to better rest of developments and inventory.

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E. No Parking to corner signs on Blanchard. Sign went up. Needs to be measured if 20' It is not far enough back. Contacted Town, 20' is in the Town by-laws for here to corner signs. If it does not work out, then we will have to reapply to the Safety Committee.

7. New Business:

   A. Annual Meeting: June 27, 2023, at 11:00 am Agendas are posted.

   B. Open (1) year position: Cutoff date was May 24, 2023. No one applied for the position.

   C. Set dates to meet with tenants at each development to discuss if they have current issues and to explain LTO's

Chestnut Street	June 14, 2023, at 2:00 pm
State Street	July 12, 2023, at 2:00 pm
Wilson Street	August 16, 2023, at 2:00 pm

   D. Raymond Anderson spoke about the sign above the community building at Wilson Street. We have a tenant who volunteered to make us a new one if Housing paid for the supplies. All agreed.

8. Adjourn Meeting:
   Upon a motion made by Audrey Polmanteer, which was seconded by Jon Baldwin, it was unanimously voted to adjourn the meeting at 12:52 pm. All in Favor

Sincerely Submitted:
Robin Carvide
Robin Carvide

Next scheduled Board Meeting and Annual Hearing will be June 27, 2023