MINUTES OF THE BOARD MEETING

OF THE LUDLOW HOUSING AUTHORITY

June 27, 2023, at 11:00 a.m.

114 Wilson Street, Ludlow, MA 01056

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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 06/22/2023.

2. Acceptance of the Minutes of the Meeting:
   Upon a motion made by Jon Baldwin, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the minutes from May 30, 2023, as written. All in favor

3. 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 # 22151 to Check # 22202 for a balance of $78,380.73. All in favor

4. Financial Report:

   A. Monthly Accountant Report: April 2023 Report was reviewed Reserve 40.6%

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5. Modernization Report:
   A. FISH # 161102 Replace Common Area Floors: Chestnut St: DHCD/switched RCAT.
   B. FISH # 161129 Colonial Sunshine Manor Roof Replacement: DHCD NTP complete
   C. FISH # 161121 Replace Concrete Door entry pads: State Steet: LHA
   D. FISH # 161127 VCT replacement at turnover State Street: LHA partial
   E. FISH # 161125 Congregate Accessibility Remodel: 136 Wilson DHCD: bidding
   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

6. Reading of the Correspondence: None

7. Old Business:

   A. Policy updates: Grievance Procedures: Upon a motion made by Raymond Anderson, which was seconded by Jon Baldwin, it was unanimously voted to approve the updated Grievance Procedures. All in favor

   B. Posted job Indeed and web sites: Starting review of resumes with Granby Director

   C. Grandview Property: Upon a motion made by Jon Baldwin, which was seconded by Raymond Anderson, it was unanimously voted to research feasibility, if land is buildable, amount worth etc. to decide whether to sell land. All in favor

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8. New Business:

   A. Annual Plan Public Hearing Meeting: June 27, 2023, at 11:00 am Agendas were posted. The Annual Plan Public Hearing meeting packet was reviewed and approved. No tenants came to the meeting, just the Board Members and Executive Director.

      Upon a motion made by Jon Baldwin, which was seconded by Raymond Anderson, it was unanimously voted to approve the proposed Annual Plan and CIP for FYE 2024. All in favor.

   B. Board Member Position is posted on Town Website as Open.

   C. LTO Meetings: 1st meeting held at Chestnut Street on June 14, 2023. (14) tenants from Chestnut Street came to the meeting. Also present were Susan Stanek, Norma Hernandez, Colin Rogers, and Robin Carvide. Susan Stanek explained what an LTO is, what it does and a brief explanation of how to start one. Open discussion. Packets were printed up for interested parties. (3) tenants signed that they were interested. Next meeting is July 12, 2023, at 2:00 pm at State Street Community Hall.

9. Adjourn Meeting:
   Upon a motion made by Jon Baldwin, which was seconded by Audrey Polmanteer, it was unanimously voted to adjourn the meeting at 12:50 pm. All in Favor

Sincerely Submitted:
Robin Carvide
Robin Carvide

Next scheduled Board Meeting will be July 25, 2023