MINUTES OF THE BOARD MEETING

OF THE LUDLOW HOUSING AUTHORITY

August 22, 2023, at 11:00 a.m.

114 Wilson Street, Ludlow, MA 01056

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2023 AUG 22 P 1:39
TOWN OF LUDLOW

The meeting was called to order by Chairperson Susan Stanek at 11:17 a.m.

1. Upon roll call those present were as follows:

   Present: Susan Stanek Raymond Anderson Jon Baldwin

   Absent: Audrey Polmanteer

   Also, present: Robin Carvide

The secretary posted the Notice of Meeting at the Town's Clerk's office 08/17/2023.

2. Acceptance of the Minutes of the Meeting:

   Upon a motion made by Jon Baldwin, which was seconded by Raymond Anderson, it was unanimously voted to accept the minutes from July 25, 2023, as written.
   All in favor

3. Payment of the bills: Detailed report

   Upon a motion made by Raymond Anderson, which was seconded by Susan Stanek, it was unanimously voted to approve the bills Check # 22225, 22243 to Check # 22293 for a balance of $69,036.66. All in favor

4. Financial Report:

   A. Monthly Accountant Report: June 2023 Report was reviewed Reserve 43.6%
   Upon a motion made by Jon Baldwin, which was seconded by Raymond Anderson, it was unanimously voted to accept the Accountant June Financial Report. All in favor

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5. Modernization Report:
   A. FISH # 161102 Replace Common Area Floors: Chestnut St: RCAT testing
   B. FISH # 161121 Replace Concrete Door entry pads: State Steet: LHA
   C. FISH # 161127 VCT replacement at turnover State Street: LHA partial
   D. FISH # 161125 Congregate Accessibility Remodel: 136 Wilson EOHLC: bidding
   E. FISH # 161137 ARPA FF: 69 State/20Meadow Street: Asphalt Roof: Scope RCAT
   F. FISH # 161136 ARPA FF: 87 State Street Community Building: Roof: Scope RCAT
   G. FISH # 161138 ARPA FF: State St Development Balcony Repair: Scope RCAT
   H. FISH # 161139 ARPA FF: Electric Panel Replacement: State Street: LHA
   I. FISH # 161140 ARPA FF: New boiler Chestnut Street: RCAT
   J. FISH # 161141 ARPA FF Maintenance Garage repairs Wilson Street: RCAT
   K. FISH # 161142 ARPA FF Foundation Insulation Repair New Wilson: RCAT
   L. FISH # 161143 Replace crank out windows Chestnut Street: RCAT
   M. FISH # 161144 New Asphalt Maintenance Garage: RCAT
   N. FISH # 161146 Unit turnover Chestnut Street: LHA
   O. FISH # 161148 Vacancy Turnover Chestnut Street: LHA
   P. FISH # 161153 Flooring Abatement and replacement State Street: LHA

6. Reading of the Correspondence:
   A. PHN 2023-12 was read and acknowledged.

7. Old Business:

   A. Hiring RSC Position: Waiting for references and background checks
   B. Grandview Property: Waiting for EOHLC to give clearance to start.
   C. LTO Meetings All done last meeting (1) tenant showed.

8. New Business:
   A. Need signs with rules for Community Rooms
   B. Offer Over-time to maintenance to work on vacancies.

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9. Adjourn Meeting:

Upon a motion made by Jon Baldwin, which was seconded by Susan Stanek, it was unanimously voted to adjourn the meeting at 12:22 pm. All in Favor

Sincerely Submitted:
Robin Carvide
Robin Carvide

Next scheduled Board Meeting will be September 26, 2023