MINUTES OF THE BOARD MEETING

OF THE LUDLOW HOUSING AUTHORITY

September 26, 2023, at 11:00 a.m.

114 Wilson Street, Ludlow, MA 01056

The meeting was called to order by Chairperson Susan Stanek at 11:19 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

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The secretary posted the Notice of Meeting at the Town's Clerk's office 09/21/2023.

2. Acceptance of the Minutes of the Meeting:

   Upon a motion made by Raymond Anderson, which was seconded by Jon Baldwin, it was unanimously voted to accept the minutes from August 22, 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 # 22298 to Check # 22349 for a balance of $67,385.64. All in favor

4. Financial Report:

   A. Monthly Accountant Report: July 2023 Report was reviewed Reserve 45.1%
   Upon a motion made by Jon Baldwin, which was seconded by Raymond Anderson, it was unanimously voted to accept the Accountant July Financial Report. All in favor

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5. Modernization Report:

A. FISH # 161102 Replace Common Area Floors: Chestnut St: EOHLC design
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: construct
E. FISH # 161136 ARPA FF: 69 State/20Meadow Street: Asphalt Roof: Scope RCAT

Upon a motion made by Raymond Anderson, which was seconded by Jon Baldwin, it was unanimously voted to accept J.D. Rivet & Co. Inc. as the winning bid for project 161136 Roof replacement 69 State Street for $69,250.00. All in favor

F. FISH # 161137 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 # 161157 ARPA FF: New boiler Chestnut Street: RCATL CRITCAL
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 # 161154 Flooring Abatement and replacement State Street: LHA

6. Reading of the Correspondence:

A. PHN 2023-13 On-site Solar was read and acknowledged.
B. PHN 2023-14 Budget Guidelines FYE2024: Highlights discussed tabled till writing up FYE 2024 actual budget.
C. PHN 2023-15 Revised Housing Situation and Priority and Preference was read reviewed and acknowledged.
D. PHN 2023-16 MRVP going live and Centralizing Screen determinations for Priority and Preference going live September 26, 2023. Read and acknowledged.

Minutes September 26, 2023

7. Old Business:

   A. Hiring RSC Position: Applicants didn't work out: Went to outside company quote was way out of range for us and grant will not cover those costs. Posted on indeed and Mass Nahro and our website.
   B. Grandview Property: Waiting for lawyer to give clearance to start RFP.

8. New Business:

   A. Spoke about the 90-day vacancy initiative from the State through EOHCL
   B. Starting November 21, 2023, the Ludlow Housing Authority board meetings will be held the third Tuesday of the Month.

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9. Adjourn Meeting:

   Upon a motion made by Jon Baldwin, which was seconded by Susan Starek, it was unanimously voted to adjourn the meeting at 1:12 pm. All in Favor

Sincerely Submitted:
Robin Carvide
Robin Carvide

Next scheduled Board Meeting will be October 24, 2023