

MINUTES OF THE BOARD MEETING
OF THE LUDLOW HOUSING AUTHORITY

January 21, 2025, 11:00 a.m.

114 Wilson Street, Ludlow, MA 01056

RECEIVED
TOWN CLERK'S OFFICE

The meeting was called to order by Chairperson Susan Stanek at 11:00 a.m. 2025 JAN 21 P 3:29

1. Upon roll call those present were as follows:

TOWN OF LUDLOW

Present: Susan Stanek, Raymond Anderson, Kimberly Babin & Audrey Polmanteer

Also, present: Robin Carvide Absent: None

The secretary posted the Notice of Meeting at the Town's Clerk's office 01/15/2024

2. 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 December 17, 2024, Special Board meeting, as written. All in favor

Upon a motion made by Audrey Polmanteer, which was seconded by Kimberly Babin, it was unanimously voted to accept the minutes from December 17, 2024, Board meeting, as written. All in favor

3. Payment of the bills: Detailed report:

Discussion ensued and several questions were asked.

Upon a motion made by Raymond Anderson, which was seconded by Kimberly Babin, it was unanimously voted to approve the bills Check # 23055 to Check # 23116 for a balance of \$143,426.83. All in favor

4. Financial Report: Accountant Reports Nove & Dec Received and reviewed

Upon a motion made by Kimberly Babin, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the November 2024 Financial report with reserve at 37.0%. All in favor

Upon a motion made by Kimberly Babin, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the December 2024 Financial report with reserve at 39.8%. All in favor

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5. Modernization Report:

- A. FISH # 161102 Replace Common Area Floors: NSI; CFC was not yet received.
- B. FISH # 161127 VCT replacement at turnover State Street: LHA partial
- C. FISH # 161138 ARPA FF: State St Development Balcony Repair: Scope RCAT
- D. FISH # 161139 ARPA FF: Electric Panel Replacement State Street LHA
- E. FISH # 161142 ARPA FF Foundation Insulation Repair New Wilson: Design
- F. FISH # 161143 Replace crank out windows Chestnut Street: Windows scheduled to come in January 30, 2025
- G. FISH # 161158 State Street Empties for (8) Vacancy Initiative EOHLC
- H. FISH #161159 Unit vacancy turnover Wilson and Chestnut (1) Forced Account
- I. FISH #161164 VI 48 Higher Street Renovation EOHLC Overseen by Juliet Borja

6. Reading of the Correspondence:

- A-D. PHN 2024 24 & 25 and PHN 2025-1 & 2 Read and acknowledged
- E. Letter was received EOHLC approving our FYE 2025 budget and informing the LHA that we will be receiving 58,772 in additional funding to bring operating reserve to an estimated 50%.

7. Old Business:

- A. RFP to purchase: the P & S agreement has been approved and is being signed; deposit given and will be posted in the Central Register. Once posted in the Central Register we will start scheduling any necessary inspections.
- B. MMDT: Holding off
- C. Solar Panels Wilson Street Development: holding off until a more economical program is started.

8. New Business:

- A. Board Member On-Line Training: All Board Members must take. Sue will help if there are any problems logging on to the system.
- B. Board Member Conflict of Interest and Summary: All must be in line with the Town's two-year agenda.

9. Adjourn Meeting:

A motion was made by Raymond Anderson, which was seconded by Audrey Polmanteer, to approve to adjourn the meeting at 12:10 pm. All in Favor

Sincerely Submitted:

Robin Carvide

Robin Carvide

Next Scheduled Regular Meeting February 18, 2025, at 11:00 am