533

MINUTES OF THE BOARD MEETING
OF THE LUDLOW HOUSING AUTHORITY
November 17, 2026, 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, Michele Augusto, Kimberly Babin
   Excused: Joao Alves
   Also present: Robin Carvide, Gene New (tenant)

2. Acceptance of the Minutes of the Meeting:

   Raymond Anderson moved, and Michele Augusto seconded, to approve the minutes of October 13, 2026, as written. The motion passed unanimously.

   All in favor

3. Payments of the Bills:
   Kimberly Babin moved, and Michele Augusto seconded, to approve the bills from 10/14/2026 to 11/17/2026, check #24100 through check #24184, totaling $588,267.97. The motion passed unanimously. All in favor.

4. Financial Report:
   A. Fiscal Year Ending Financial Report
      Unrestricted 38% reserve: Accountant's FYE 09/30/2026 Reviewed
      Kimberly Babin moved, and Michele Augusto seconded, to accept the FYE 09/30/2026 Financial Report as written.
      The motion passed unanimously.
      All in favor
   B. Lead Certification:
      Kimberly Babin moved, and Michele Augusto seconded, to certify that the Ludlow Housing Authority complies with the notification procedures required under federal and state lead paint laws. The motion passed unanimously. All in favor.
   C. Top 5 Certification:
      Michele Augusto moved, and Kimberly Babin seconded, to certify the Top 5 Compensation Form for FYE 09/30/2026. The motion passed unanimously.
      All in favor

Financial Report: continued

D. VUI: Worcester Housing: Met with them and inspected each vacant unit. They will be getting us a contract.
E. Exit 7: Discussion and review of current contract.
Kimberly Babin moved, and Michele Augusto seconded, to proceed with reviewing and amending Exit 7's contract. Exit 7 will be notified and invited to request any changes or updates. The motion passed unanimously. All in favor
F. Kimberly Babin moved, and Michele Augusto seconded, to accept the amendment Grant MMARS Doc ID: CCOCD252023403020000 for $423,500.00. The motion passes unanimously. All in favor.

5. Modernization Reports: Updates
A. Project #161155 Asphalt Paving at Chestnut Street: Construction completed: Kimberly Babin moved, and Michele Augusto seconded, to approve Change Order Request #1, for Mass-West, project # 161155 for $23,175.06. The motion passes unanimously. All in favor.
B. Project #161159 VU: Wilson, Chestnut, 28 Benton: Forced Account: EOHLC: This award has been closed, re-opened for final receipts, then will be closed. Final receipts uploaded received reimbursement funds 11/13/2026
C. Project #161164 VU: 48 Higher St. Construction: EOHLC Overseen by T. Boyer
D. Project #161165 Repave existing parking lot Wilson Street: Bid Jan/Feb 2027
E. Project #161168 Hazardous Materials Testing (Chestnut Street): Completed
F. Project # 161169 Tub Shower Conversion-113A Wilson Street: Completed
G. Project # 161170 Balcony Repairs State Street Phase 11: Design
H. Project # 161171 Rescreen Community Room rear porch: Planning
I. Project # 161172 Merging with vacant unit award
J. Project # 161173 Tub/shower conversion completed: reimbursement 11/13/2026
K. Project # 161174 (2)Tub/shower conversion completed: reimbursement 11/13/2026

6. Reading of the Correspondence:
   A,B,C: PHN 2026-12-13-14 were reviewed and acknowledged

7. Old Business:

8. New Business:
   *Showed Estimate of the replacement of (4)exterior doors at Chestnut St. 13,410.00
   *Spoke of one-time opportunity to move solar credits, to other Ludlow Housing Authorities accounts: Working with Power Option for the actual transactions.
   *Mr. New asked questions about tenant parking signs at Chestnut Street, asked if lower lot can be assigned spots also as up top does, and I addressed building address sign.

9. Adjourn Meeting:
   Upon a motion made by Kimberly Babin, which was seconded by Michele Augusto, it was unanimously voted to adjourn the meeting at 1:07 p.m. All in favor

Sincerely Submitted,
Robin Carvide
Robin Carvide

Next Scheduled Regular Meeting: December 15, 2026