

A regular meeting of the Kingston Housing Authority was held on Tuesday April 9, 2019 at 5:00 p.m. at the office of the Kingston Housing Authority located at 15 Hillcrest Rd. Kingston, MA. The following members were in attendance:

Donald Ducharme
Gretchen Emmetts
Mary Hayes
Cynthia Fitzgerald

Dede Riendeau, Executive Director
Chris Plourde, Assistant Facilities & Modernization Manager

Public Comments

No public comment at this meeting.

Minutes

Cynthia Fitzgerald made a motion to accept the minutes of the March 12, 2019 meeting and was seconded by Gretchen Emmetts. The motion passed 4-0.

Facility Update

- **Amendment 10** – Need a motion to accept amending award for 5001 Workplan in the amount of \$1,593,620.00. Cynthia Fitzgerald make a motion to accept the amended amount of \$1,593,670 and was seconded by Mary Hayes. The motion passed 4-0.
- **Meadowcrest** – Electric Room Repairs & Water heater replacement (KHA 14-B, FISH #145045). Bid documents have been reviewed by DHCD. There are some comments that need to be addressed and resubmitted for final review.
- **Meadowcrest - Siding Phase II** (KHA-A & 18-B, FISH #145052 & 145054) – We have received (3) bids and The Narrow Gate has provided us their review for approval. The low bidder, **Village Forge, Inc.**, has not demonstrated that they are a non- responsible bidder and should be rejected per the review. The second low bidder was Vareika who was the contractor on Phase I. After review of their references The Narrow Gate proposes we proceed with their bid in the amount of \$1,267,300.00 from Vareika. A motion was made by Cynthia Fitzgerald to reject Village Forge, Inc., with their low bid for reasons cited by MGL 149, 44A and was seconded by Mary Hayes. The motion passed 4-0. Gretchen Emmetts made a motion that Vareika be chose as the contractor for next phase with the bid in the amount of \$1,267,300 and was seconded by Mary Hayes. The motion passed 4-0.
- **Community Residence** – Drainage and walkway repairs (KHA 16-A &B, FISH #145047) have started to develop the plans.
- **Community Residence** – Roof and Gutter Replacement (KHA 19-A, FISH #145055) – will be preparing these documents soon.

- **General** – The new CIP for years 2019 – 2023 has been approved and has added the group home roof project to the active list.
- **General** – We have taken some of the tenants concerns and trying to work the smaller items into the budget and the bigger ones will be added to the capital plan on the next submission. Some of these projects are:
 - Repair Brick Steps – Capital
 - Paving/Striping – Capital
 - Pressure wash Walkways – Budget
 - Replace Railings – Budget
 - Kitchen Renovations -Budget/Capital

Warrants

A motion was made by Cynthia Fitzgerald to accept the warrants for February 2019 as corrected and was seconded by Gretchen Emmetts. Motion passed with a 4-0 vote. A motion was made by Cynthia Fitzgerald to accept the warrants for March 2019 and was seconded by Mary Hayes. Motion passed with a 4-0 vote.

Staff Reports

Dede reviewed the staff reports with the board.

Adjournment

Donald Ducharme made a motion to adjourn and was seconded by Mary Hayes. Motion passed with a 4-0 vote.

Document Issued

Minutes March 12, 2019
Facility Update
Bid results for Exterior Improvement Phase II

A true record


