

A regular meeting of the Kingston Housing Authority was held on Tuesday January 14, 2020 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 Emmett
Cynthia Fitzgerald

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

Public Comments

No public comment at this meeting.

Minutes

Gretchen Emmett made a comment to amend the October 2019 minutes where she was mistakenly listed as voting on the minutes when she was not in attendance. Cynthia Fitzgerald made a motion to accept the October 22, 2019 minutes and was seconded by Donald Ducharme. The motion passed 2-0 with one abstention.

Facility Update

- **Meadowcrest** – Electric Room Repairs & Water heater replacement (KHA 14-B, FISH #145042). Nangle Engineering has had trouble obtaining an architect that could do the work in the time frame we required so DHCD directed Nangle to proceed as originally planned and use the manufacturers' representatives to sign off on the structural items. A work order has been applied for with Eversource and we will hopefully be going out to bid in the next couple of months for a late spring early summer start.
- **Meadowcrest** - Siding Phase II (KHA-A & 18-B, FISH #145052 & 145054) – Vareika has pushed as far as they can go this year. Because of the fluctuating temperatures and temps dropping below 40 the EFIS finishing coats cannot be applied. Vareika has tied up any loose ends and prepared the site for winter. We are looking to start things back up in April. It really is only building #1 & 2 with some finishing punch list items on all buildings.
- **Meadowcrest** – We would like to install more cameras on site to help with some of the complaints and incidences that have been occurring. We have two proposals from Sounder Systems, one is for running the network cable to all the buildings and the other to install cameras to monitor parking lot/dumpsters areas for now. We would ask the board to approve both proposals in the amount of \$10,940.75. Gretchen Emmetts made a motion to accept the proposal of \$10,940.75 from Sounder Systems and was seconded by Cynthia Fitzgerald. The motion passed 3-0.

- **Community Residence 689.1** – Drainage and walkway repairs (KHA 16-A &B, FISH #145047) This has been pushed back and will become a spring/summer project.
- **Community Residence 689.1** – Roof and Gutter Replacement (KHA 19-A, FISH #145055) – We will begin working on this project once we get some of the other projects underway.
- **General** – ABC Disposal – The casters were finally put onto the dumpsters and that has been working out much better.

2020 -2021 Budgets

Cynthia Fitzgerald made a motion to accept the 400-01 operating expense budget of \$306,374 and was seconded by Gretchen Emmett. The motion passed 3-0. Gretchen Emmett made a motion to accept the 689 operating expense budget of \$33,825 and was seconded by Cynthia Fitzgerald. The motion passed 3-0.

Warrants

A motion was made by Cynthia Fitzgerald to accept the warrants for October 2019 checks 2143-2169 in the amount of \$35,185.12 and was seconded by Gretchen Emmett. The motion passed with a 3-0 vote. A motion was made by Cynthia Fitzgerald to accept the warrants for November 2019 checks 2170-2205 in the amount of \$740,891.89 and was seconded by Gretchen Emmett. The motion passed with a 3-0 vote. A motion was made by Cynthia Fitzgerald to accept the warrants for December 2019 checks 2206-2222 in the amount of \$173,363.29 and was seconded by Gretchen Emmett. The motion passed 3-0.

Staff Reports

Dede went over the staff report from December 2019.

Adjournment

Gretchen Emmett made a motion to adjourn and was seconded by Cynthia Fitzgerald. Motion passed with a 3-0 vote.

Document Issued

Minutes October 22, 2019
2020-2021 Budgets
Facility Update

A true record

