

Bridgewater Housing Authority Minutes
February 16, 2021

A Regular "Virtual" meeting of the Bridgewater Housing Authority was held on February 16, 2021. Upon roll call, those present and absent were as follows:

Present: J. Neumeister, N. Bagas, M. Shionis, L. Carrozza and S. Driscoll.

Absent: All present.

Other's present: Richard Conlon, Fee Accountant

Meeting of the Bridgewater Housing Authority called to order by Chairman Neumeister at 6:00 P.M.

Motion made by Ms. Carrozza to approve the Regular meeting minutes of 1/19/2021 and motion **seconded** by Ms. Shionis. **Voted 5-0.** **Motion** made by Ms. Shionis to approve the Special meeting minutes of 2/3/2021 and motion **seconded** by Ms. Carrozza. **Voted 5-0**

Accountant's Report

Mr. Conlon presented the FY End 2020 reports and stated that he was pleased with the overall financial standing of the housing authority. **Motion** made by Ms. Shionis to approve FY End 12/31/2020 Certifications: Financial Statements, Lead Paint Laws, Top 5 Compensation and Tenant Accounts Receivable. **Motion seconded** by Ms. Carrozza. **Voted 5-0.** **Motion** made by Ms. Carrozza to approve 400-1 Quarterly Operating Statement ending 12/31/2020 and motion **seconded** by Ms. Driscoll. **Voted 5-0.** **Motion** made by Mr. Bagas to approve the 689-1 Quarterly Operating Statement ending 12/31/2020 and motion **seconded** by Ms. Carrozza. **Voted 5-0.** **Motion** made by Ms. Carrozza to approve Quarterly Consolidated Modernization Cost Report ending 12/31/2020 and motion **seconded** by Ms. Shionis. **Voted 5-0**

Vacancies and Occupancies

(6) Congregate vacancies (4) Hemlock Drive vacancies - two off-line (1) family vacancy - 4 bedrooms

Old Business

Community Preservation Committee - Ms. Neumeister stated that she was unable to attend the January meeting.

Project updates:

#042087 (Exterior door replacement/15 Heritage Circle - waiting for door delivery)

#042066 (Handicap accessible units at 42A & 42B Hemlock Dr. - ramp and railings completed - on schedule)

#042089 (Knob & Tubing 215 Summer Street) **Motion** made by Ms. Carrozza to approve CSC and CFC and motion **seconded** by Ms. Shionis. **Voted 5-0**

#042085 (Sewer & pump replacement Hemlock Drive) During inspection, several small items noted on punch list to be addressed in the fall so the Certificate of Final Completion (CFC) will be voted on then.

#042065 (Window replacement bungalow units - finally moving ahead with new architect)

#042084 (Door & Intercom 46 Hemlock Dr. - door delivered but not installed - temporary lock set)

#042094 (Knob & Tubing - Wall Street - new project)

#042077 (Front door replacement - all 40 bungalow units - waiting on delivery)

New Business

Covid Vaccine "First Dose" Clinic held on February 6, 2021 in Hemlock community room and staffed by board of health, fire department, nurses, assistant town manager and volunteers. Very successful.

Any Other New Business

Ms. Neumeister gave update on E.D. search. Ms. Rudd to follow-up with Wicked Local regarding lack of resumes received. Ms. Rudd will train Ms. Neumeister on hosting the Go-To-Meeting app. Ms. Rudd will also meet with Ms. Doherty and Ms. Neumeister the week of 2/22 to brief them on the housing authority status before retiring.

Heritage & Hemlock Residents' Organization - President Lanzikos would like to meet with Ms. Rudd.

Adjournment - With acknowledgements of appreciation extended to Ms. Rudd, a **motion** was made by Ms. Shionis and **seconded** by Mr. Bagas to adjourn. **Voted 5-0.** Meeting adjourned at 7:07 P.M.

Respectfully submitted,

Karen A. Rudd, Executive Director
Secretary Ex-officio