

MIDDLEBOROUGH HOUSING AUTHORITY
Board of Commissioners' Meeting
Community Room, 8 Benton St., Middleboro, MA
Wednesday September 21, 2022

Present: Chair Thomas White, Treasurer Robert Eatherton, Commissioner Veronica Haywood,
Commissioner Mark Pitts and Commissioner Nancy Thomas
Absent: None
Also Present: Executive Director Maria Angel Medeiros, Suzanne Reynolds

1) CALL TO ORDER

Chair White called the meeting to order at 4:00 PM.

2) PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance.

3) MINUTES

The minutes of the July 20, 2022 meeting were reviewed.

MOTION: To approve the July 20, 2022 minutes as printed.

BY: Treas Eatherton

SECOND: Comm'r Haywood

VOTE: 5-0-0

4) CHAIR UPDATE

- 1) Chair White advised the Board he received a phone call from DHCD Risk Management/Fraud attorneys regarding the Subcommittee.
- 2) Amendment: Chair White advised the Board he received a phone call from DHCD Risk Management/ Fraud attorneys regarding the CapHub.
- 3) Posting with former Director's name in CapHub on annual plan was addressed via a phone call and an email exchange with Christine Devore from Risk Management.
- 4) Welcoming of Mark Pitts, State Appointed Commissioner, which included introductions of Commissioners and staff.
- 5) Appreciation Proclamation dated June 22, 2022 of former State Appointee and Vice-Chairman Steve McKinnon was read by Chair White. Thanks and appreciation of his services was recognized by the Commissioners and staff of the Housing Authority.
- 6) Chair White handed out to Board members a copy of an email he received from Kerry Kilcoyne, Asst. Attorney General, in response to his contacting the Attorney General's office. Ms. Kilcoyne's informal opinion is that two Commissioners were not in violation of the Open Meeting Law during the July 20, 2022 meeting because they do not constitute a quorum of the Board.
- 7) Comm'r Haywood asked if the Pledge of Allegiance is required at the beginning of meetings. Chair White responded that he believes it should continue. Treas Eatherton and Comm'r Pitts concur.

MOTION: To keep the Pledge of Allegiance in the Board's meetings.

BY: Comm'r Haywood

SECOND: Treas Eatherton 4-0-0 .

Comm'r Thomas responded "Present" which, according to Robert's Rules of Order, means she did not wish to vote.

5) FINANCIALS

MOTION: To approve the financials from the June 19, 2022 and the July 20, 2022 Board meetings.

BY: Treas Eatherton

SECOND: Comm'r Haywood 5-0-0

6) EXECUTIVE DIRECTOR'S REPORT

- A) Laundry Facility at Archer Court – Director Medeiros asked the Board for approval and consideration of taking a 2-bedroom unit at Archer Court offline to make it into a laundry facility, stating the tenants have no real means of doing their laundry at these units. She will be meeting with RCAT and will report back to the Board at the October meeting.

- B) Camera System at Archer Court – Director Medeiros would like to take a look at the possibility of a camera system for Archer Court. Treas Eatherton agrees that cameras would be helpful and opined they should also be installed at Riverview. Board agrees to take under advisement.
- C) Outside Inspection Score – Director Medeiros would like to see if anything needs to be upgraded or repaired on the exteriors of our buildings. The inspection score is coming up and she would like to see a score of 90 reflected.
- D) New Development on Peirce Street –There is a new 20-unit development project containing five 40-B units in the planning stages by a local developer. It is meant to include one, two and three-bedroom apartments.
- A) State Training Availability Director Medeiros gave options of available times that state-run in-person training for Commissioners could be completed. The cost to the Authority would be \$1900.

7) NEW BUSINESS

A) Review of Annual Plan

The Annual Plan is intended to provide insight into the Authority’s operations and plans for the coming fiscal year as they affect the Authority’s state-aided public housing.

The Middleborough Housing Authority’s Annual Plan for the 2023 fiscal year includes the following components: 1. Overview and Certification 2. Capital Improvement Plan (CIP) 3. Maintenance and Repair Plan 4. Operating Budget 5. Narrative responses to Performance Management Review (PMR) findings 6. Policies 7. Waivers 8. Glossary 9. Other Elements a.

Cover sheet for tenant satisfaction surveys b. Tenant Satisfaction Survey 667 Program

Director Medeiros met with the Tenant Organization. She said this was administered by the State and that it needs to be approved.

MOTION: To approve the Annual Plan for fiscal year 2023.

BY: Comm’r Thomas

SECOND: Chair White 5-0-0

8) OLD BUSINESS

- A) Community Preservation Project – Nemasket Roof update. Director Medeiros stated that the company hired to do the roofs needs a new contract, which she sent to them. They were satisfied. Commissioners would like to see the contract. She will send via email to Commissioners to review.
- B) Nemasket Creative Place Making Project – The contractor and architect are concerned about the barn doors for this project. Director Medeiros stated the doors required for the building would be a \$5,000 expense out of pocket. They are working to find the correct size door and DHCD will be contacted if needed to resolve the issues if next steps are required.
- C) Archer Court Sustainability Project – On hold.
- D) Archer Court Drainage Project – On hold.
- E) COVID –Director Medeiros went over the state regulations regarding COVID. Reducing contact if you have been exposed within 5 days. If you have been exposed, please wear a mask for five days.

9) SCHEDULE NEXT MEETING

The next meeting will be Wednesday October 19, 2022 at 4PM.

10) ADJOURNMENT

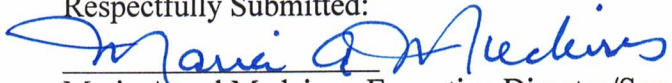
MOTION: To adjourn the Regular Session meeting. The meeting was adjourned at 4:54PM.

BY: Comm’r Thomas

SECOND: Treas Eatherton

VOTE: 5-0-0

Respectfully Submitted:



Maria Angel Medeiros, Executive Director/Secretary

List of Documents and other Exhibits used by The Body at The Meeting

1. Minutes July 20, 2022
2. Financials
3. Authority's Proposed Annual Plan for Fiscal Year 2023