

Minutes of the meeting held in Regular session on November 8, 2023, at the Community Room of 449 Main Street, Bigelow Gardens of the Lancaster Housing Authority

The Chairman called the meeting to order at 5:15 PM.



Present

Absent

Frank MacGrory
Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

Also Present: Danielle Fahey, Executive Director, Roberta Winsor, Deborah Gledhill, Elizabeth Castle, Jackie Nosek, Susan Munyon

1. Review and approve minutes of October 11, 2023

Motion by Ms. Foster second by Ms. Strong to approve minutes as presented. The vote was as follows:

Yays

Nays

Frank MacGrory
Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

2. Public Comment:

No public comment

3. Review and approve October Expense Sheet

After all bills had been reviewed by the Membership, motion by Ms. Largey second by Ms. Sonia to approve July expense sheet as presented. The vote was as follows:

Yays

Nays

Frank MacGrory
Marilyn Largey

Carol Sonia
Cynthia Strong
Barbara Foster

4. Vacancy Report for October

5. Approve low bidder for FISH#: 147064 Window replacement #6

Motion by Ms. Largey second by Ms. Foster to approve low bidder for FISH#: 147064 Window replacement #6 as presented. The vote was as follows:

Yays

Nays

Frank MacGrory
Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

6. Approve Change Order for FISH#: 147063 Unit 62 repairs

Motion by Ms. Strong second by Ms. Foster to approve Change order for FISH#: 147063 Unit 62 repairs, as presented. The vote was as follows:

Yays

Nays

Frank MacGrory
Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

7. Approve Certificate of substantial completion for FISH#: 147063 unit 62 repairs

Motion by Ms. Foster second by Ms. Strong to approve certificate of substantial completion for FISH#: 147063 unit 62 repairs, as presented. The vote was as follows:

Yays

Nays

Frank MacGrory
Marilyn Largey
Carol Sonia

Cynthia Strong
Barbara Foster

8. Approve Certificate of final completion for FISH#: 147063 unit 62 repairs

Motion by Ms. Largey second by Ms. Strong to approve certificate of final completion for FISH#: 147063 unit 62 repairs. The vote was as follows:

Yays

Nays

Frank MacGrory
Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

9. Discussion of Board member being on the Preservation Commission Committee

There was discussion regarding whether anyone wanted to become a member of the committee. Ms. Largey requested time to think about it and I stated it would be on the next agenda to allow that.

10. Executive Director's Report

Ms. Fahey informed Membership that there wasn't a lot to report. The Lancaster Affordable Housing Trust wrote a letter and cc'd the Housing Authority on it. The Executive Director wanted to make the Board aware of it.

The Executive Director informed the Board that there were two residents that passed away.

The Executive Director informed the Board that Trinity Church was having a Thanksgiving dinner and posted the flyer for the residents to see.

The next meeting will take place on December 13, 2023

11. Other Business: Consideration of any matters not known about, of which could not be reasonably foreseen within 48 hours of this meeting.

None

12. Approve and sign Checks by: Ms. Sonia and Ms. Strong.

13. Adjourn. Motion by Ms. Largey seconded by Ms. Strong to adjourn at 5:30 PM.

The vote was as follows:

Yays

Frank MacGrory
Marilyn Largey
Carol Sonia
Cynthia Strong
Barbara Foster

Nays

Danielle Fahey

Secretary