

LANCASTER HOUSING AUTHORITY - BOARD MEETING
449 MAIN STREET - COMMUNITY ROOM
LANCASTER, MA 01561
DATE: WEDNESDAY, APRIL 21, 2021
TIME: 5:15 PM

AGENDA FOR APRIL 21, 2021

1. Review and approve minutes of the February 10, 2021 Board Meeting
2. Review and approve minutes of the March 24, 2021 Board Meeting
3. Review and approve the minutes of the April 7, 2021 Board meeting
4. Approve Proposed Annual Plan for Fiscal Year 2022
5. Review and approve FY2024 Formula Funding Award
6. Review and approve the bid for window replacements
7. Review and approve February 2021 expense sheet
8. Review and approve March 2021 Expense sheet
9. Housing Updates: COVID vaccine, nails on roadway, sander on back of tractor, dumpster cleaning and moved.
10. Ruth Roffe Tenants Association
11. Public Comment
12. Legal Issues
13. Other Business – Consideration of any matters not known about or which could not have been reasonably foreseen within 48 hours of this meeting.
14. Approve and sign checks
15. Adjourn

COMPLAINTS OR CRITICISM DIRECTED AT STAFF, VOLUNTEERS,
OR OTHER OFFICIALS SHALL NOT BE PERMITTED.

Notice for board meeting using the GOTOMEETING teleconferencing system:
The Lancaster Housing Authority will meet on Wednesday, April 21, 2021 at
5:15pm. We will be social distancing and wearing masks in the community hall.
The public is not allowed to attend this meeting. The public is invited to listen to
the meeting. Call by phone: 1-866-899-4679. Enter Access Code: 290-938-421#.

The Director will instruct participants on the appropriate time and manner for the Public Comment during the meeting.

MINUTES OF THE REGULAR BOARD MEETING

The regular meeting of the Lancaster Housing Authority was called to order at 5:15 pm on February 10, 2021 by Cynthia E. Strong, Vice Chair, in the community room of Bigelow Gardens, 449 Main Street, South Lancaster, MA 01561.

Members present: Carol J. Sonia, Marilyn Largey, Cynthia Strong, Richard Morais

Members absent: Frank T. MacGrory

Others present: Kenneth Godin, Roberta Winsor, Pam Laney, Kathy Ostromecky

Marilyn Largey made the motion to approve the minutes of the January 13, 2021 board meeting. Richard Morais seconded. The vote to accept was unanimous.

Richard Morais made the motion to accept the Revised FYE 06-30-2021 budget. Marilyn Largey seconded. The vote to accept was unanimous. The revision was we added \$22835.00, the amount of COVID-19 money that the state gave us for COVID-19 expenses.

The Executive Director explained the December 31, 2020 Quarterly Reports to the Board and questions were answered. Marilyn Largey made the motion to accept the Quarterly Reports as presented. Carol J. Sonia seconded. The vote was unanimous.

Richard Morais made the motion to approve the January 2021 Expense Sheet as presented. Marilyn Largey seconded. The vote to accept was unanimous.

The Board listened to snow/ice removal concerns. Need to make sure the sidewalks where the sun does not shine is salted well. The point was made that when you see something icy call the office. Do not wait. The fire hydrant needs to be cleared. Can a sander be put on the back of the tractor? The Director will report at next meeting.

A tenant brought up that she has had 5 nails in her tires from September – December 2020. She would like to be reimbursed the \$75.00 for the five plugs she had to have put in her tires. Her theory is that when fall cleanup was done there were nails around the shrubs and when the leaves were raked, picked up and put in trailer, they fell out of the trailer and she ran over them. She would like a sweeper to come around twice a year and sweep the roads. The Director said she would contact legal counsel about the nail issue.

It was brought up that the recycling dumpster should be moved over so there is more room between the two dumpsters and remove snow between them for easy excess.

MINUTES OF THE REGULAR BOARD MEETING

The regular meeting of the Lancaster Housing Authority was called to order at 5:30 pm on March 24, 2021 by Cynthia E. Strong, Vice Chair, in the community room of Bigelow Gardens, 449 Main Street, South Lancaster, MA 01561.

Members present: Carol J. Sonia, Marilyn Largey, Cynthia Strong,

Members absent: Frank T. MacGrory, Richard Morais

Others present: Kenneth Godin, Roberta Winsor, Kathy Ostromecky, Maryellen from Clinton Housing Authority to help with monitoring the computer for the Annual Plan.

Marilyn Largey made the motion to approve the minutes of the February 10, 2021 board meeting. Carol Sonia seconded. The vote to accept was unanimous.

Due to technical difficulties the Go to Meeting attendees could not hear what was being said during the meeting. The meeting had to be adjourned.

Carol J. Sonia made the motion to adjourn the meeting at 6:10 pm. Marilyn Largey seconded. The vote to accept was unanimous.

Cynthia Strong -Vice Chair

MINUTES OF THE ANNUAL PLAN BOARD MEETING

The Annual Plan meeting of the Lancaster Housing Authority was called to order at 5:15 pm on April 7, 2021 by Cynthia E. Strong, Vice Chair, in the community room of Bigelow Gardens, 449 Main Street, South Lancaster, MA 01561.

Members present: Carol J. Sonia, Marilyn Largey, Cynthia Strong,

Members absent: Frank T. MacGrory, Richard Morais

Others present: Kenneth Godin, Roberta Winsor

The Board reviewed the Annual Plan of 2022. They would like the following changes made. Change the cleaning of the laundry room and the bathrooms to every day.

No one called in for the Public Comment section.

The Director was monitoring the computer.

Marilyn Largey made the motion to adjourn the meeting at 5:35 pm. Carol J. Sonia seconded. The vote to accept was unanimous.

Cynthia Strong -Vice Chair