

TAUNTON HOUSING AUTHORITY

MINUTES OF THE ANNUAL MEETING OF SEPTEMBER 18, 2024

The members of the Taunton Housing Authority (THA) met for an Annual Meeting 15 West Britannia Street in the City of Taunton at 3:15 p.m. on September 18, 2024.

The meeting was called to order by the Chairperson, and, upon roll call, those members present and absent was as follows:

PRESENT: F. Roger Hoffmann
Lillian Ricketts
Arthur Lopes
Alison Rosa

ABSENT:

The Chairperson opened the Public Hearing at 3:14 p.m.

There were no comments regarding the State or Federal Annual Plan

The Chairperson closed the Public Hearing at 3:15 p.m.

The Vice Chairperson requested a moment of silence for the previous Chairperson, Alan Pelletier.

The Chairperson introduced the next item of the Agenda, the Election of Officers.

Upon a motion made by Mr. Lopes, seconded by Ms. Rosa, it was unanimously

VOTED: To keep officers' positions' as is

The Chairperson introduced the next item of the Agenda, the Consent Agenda.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: To approve the Consent Agenda

The Chairperson moved to the Executive Director's Report.

The Executive Director began her report by notifying the Board that there have been several recent changes within the staff. Two new maintenance staff began their duties on Monday, while one of our janitorial staff members has transitioned to a laborer role. Additionally, Mr. Gregory Caswell has been appointed as the Facilities Director.

We are also pleased to welcome Robin Ferris, a new employee from the Taunton Housing Authority, who will be working in the Avon Housing Authority as well as our own Leased Housing Department. Considering the upcoming retirement of our current Leased Housing Coordinator, Kimberley Leonard, we have initiated the recruitment process for this position to ensure a smooth transition.

Lastly, Ms. Doherty mentioned the upcoming dedication for Alan Pelletier and the renaming of Bristol Commons in his honor. This event promises to be a significant occasion for our community, celebrating both the contributions of Mr. Pelletier and the continued development of our facilities.

Upon a motion made by Ms. Ricketts, seconded by Mr. Lopes, it was unanimously

VOTED: to approve the Executive Director's Report

The Chairperson moved to New Business.

The first item under New Business was the State and Federal Annual Plan.

The Executive Director recommended that the Board approve the State and Federal Annual Plan as presented.

Mr. Lopes moved that the foregoing vote be approved as introduced, read, and stated, which motion was seconded by Ms. Ricketts, and upon roll call the Ayes and Nays were as follows:

AYES	NAYS
Ms. Ricketts	
Mr. Lopes	
Mr. Hoffmann	
Ms. Rosa	

VOTED: to approve the State and Federal Annual Plan as presented

The next item under New Business was the Certificate of Substantial and Final Completion for the Attic Ventilation Project at John Shea .

The Executive Director recommended that the Board approve the Certificate of Substantial and Final Completion for the Attic Ventilation Project at John Shea.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to approve the Certificate of Substantial and Final Completion for the Attic Ventilation Project at John Shea

The next item under New Business was the Certificate of Substantial Completion and Final Payment Certificate for the Emergency Wall Repair at the Council on Aging.

The Executive Director recommended that the Board approve the Certificate of Substantial Completion and Final Payment Certificate for the Emergency Wall Repair at the Council on Aging.

Upon a motion made by Mr. Lopes, seconded by Mr. Rosa, it was unanimously

VOTED: to approve the approve the Certificate of Substantial Completion and Final Payment Certificate for the Emergency Wall Repair at the Council on Aging

The next item under New Business was the Change Order No. 1 and 2 for the Office Renovation at the Council on Aging.

The Executive Director recommended that the Board approve the Change Order No. 1 and 2 for the Office Renovation at the Council on Aging.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to approve the Change Order No. 1 and 2 for the Office Renovation at the Council on Aging

The next item under New Business was the 2nd Year Renewal of the Cabinets and Countertops Contract.

The Executive Director recommended that the Board approve the 2nd Year Renewal of the Cabinets and Countertops Contract.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to approve the 2nd Year Renewal of the Cabinets and Countertops Contract

The next item under New Business was the 3rd Year Renewal of the Generator Contract.

The Executive Director recommended that the Board approve the 3rd Year Renewal of the Generator Contract.

Upon a motion made by Ms. Ricketts, seconded by Mr. Lopes, it was unanimously

VOTED: to approve the 3rd Year Renewal of the Generator Contract

The next item under New Business was the Quarterlies.

The Executive Director recommended that the Board approve the Quarterlies as presented.

Upon a motion made by Mr. Lopes, seconded by Ms. Rosa, it was unanimously

VOTED: to approve the Quarterlies as presented

The Chairperson moved to Old Business

There was no Old Business

The Chair Person moved to Other Business

Other Business: The Chairperson moved to Other Business for consideration of any matter not known about or which could not have been reasonably foreseen within 48 hours of this meeting.

Comments were made by the Board Members regarding the Fall Conference as well as the new Coyle Residences.

Mr. Lopes recommended that the Board express its appreciation to THA Maintenance and Administrative staff for their excellent work so far this year. In recognition of their efforts, Mr. Lopes asked that the Board vote to give each staff member the Friday after Thanksgiving off as well as one floating vacation day, to be used at the employee's discretion.

Upon a motion made by Mr. Hoffmann, seconded by Ms. Ricketts, it was unanimously

VOTED: to give each staff member the Friday after Thanksgiving off as well as one floating vacation day, to be used at the employee's discretion

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to adjourn the meeting at 3:48 p.m.

Date of Next Meeting: Wednesday, October 16, 2024, at 3:15 p.m.

Place of Next Meeting: 15 West Britannia Street
Taunton, MA

Attachments:

- Bills Schedule
- Leased Housing Report
- Resident Services' Report
- Monthly Comparatives

- Annual Plan
- Certificate of Substantial and Final Completion for the Attic Ventilation Project at John Shea
- Certificate of Substantial Completion and Final Payment Certificate for the Emergency Wall Repair at the Council on Aging
- Change Order No. 1 and 2 for the Office Renovation at the Council on Aging
- 2nd Year Renewal of the Cabinets and Countertops Tabulation Sheet
- 3rd Year Renewal of the Generator Tabulation Sheet
- Quarterlies