

Present: Chairperson, Commissioner Bruce Haskins, Commissioners: Janice Shattuck, Donna Franzek, Executive Director (E.D.), Marilyn Tremblay, and Paula Andrews, Administrative Assistant. Absent: Commissioner Katherine Harris

Minutes of Previous Meeting

Chairperson, Commissioner Haskins opened the Board meeting at 5:10 p.m. and asked if there were any comments, questions, etc. regarding the previous month's minutes. Motion was made by Commissioner Franzek to accept the minutes. Commissioner Shattuck seconded the motion.

Yeas: Unanimous

Financial Report

Commissioner Franzek commented that the Financial report looked healthy, again. Commissioner Shattuck motioned to accept the Financial Report as written, Commissioner Franzek seconded her motion.

Yeas: Unanimous

Payments

Commissioner Shattuck, curious about one of the payments, inquired as to the vendor; re: Sullivan (Insurance). Was it a new agent or company? Also, E.D. Tremblay was asked if "Supply House.com" was a new vendor. E.D. Tremblay responded to both inquiries and stated that the Congregate had heat valves in the baseboard heating, quit. PHA's usual vendor could not supply immediately, sending us to them. Commissioner Franzek submitted a motion to accept the Payments as presented. Commissioner Shattuck seconded the motion.

Yeas: Unanimous

Monthly Reconciliation/December

E.D. Tremblay commented that as usual, she tried to save monies where-ever possible. Commissioners agreed that it looked to be in good standing. No further discussion.

New Business

E.D. Tremblay announced that the Board needs to consider replacing the PHA Maintenance truck. It is rusting out badly from former years of maintenance workers filling it with sand and salt. She expressed that she was seriously contemplating this but was not sure of the course to take. Basically, the mechanics of the truck are sound but the body work is poor. Chairman Haskins stated that the more a vehicle is driven, the better for it. He suggested that it may be a good idea to have Gary take it home for usage back and forth to work, for "On-calls," etc. instead of using his-own. The Board agreed to consider it further and discuss at the next meeting.

E.D. Tremblay expressed her need for suggestions on a recent PHA dilemma. Apparently, around the storm drain that's right at the back of 8 Foster St., all the rain, melting snow, etc. is deteriorating the road around the grate to the drain. It looks as if a sink hole is starting to form. Commissioner Shattuck suggested E.D. Tremblay contact her relative, Peter Shattuck at the Pepperell DPW. She felt sure that he could offer the best course of action to take after he views it.

Re-evaluate PHA Rules

E.D. Tremblay discussed the existing rules of PHA with the Board. Individual rules were noted, discussed, and suggestions made. It was decided to think more on the issues and save the voting for later, possibly February.

Correspondence

Every member saw the NAHRO Newsletter. No further discussion.

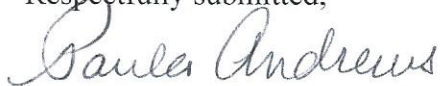
Executive Directors Report

E.D. Tremblay shared thoughts regarding a tenants' letter that was recently mailed to DHCD with several complaints.

Other Business

The next meeting is scheduled for Monday, February 13th, 2017 at 5:00 p.m. Meeting was adjourned at 6:03 p.m.

Respectfully submitted,



Paula Andrews
Administrative Assistant

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