

Millbury Housing Authority
89 Elm Street
Millbury, MA 01527
508-865-2660

08/20/2025

Meeting convened at 1:10 pm

Present: Chair: Frances Gauthier Commissioners: Veronica Wood, Sherry Forleo, Michael Michalak, Carolyn Dik Others Present: E.D. Danielle Johnson

- Motion made by Veronica Wood seconded by Sherry Forleo to approve the minutes of the July 16, 2025, meeting. All in favor. Motion carried unanimously.
- Motion made by Veronica Wood seconded by Michael Michalak to approve the July consolidated voucher report. All in favor. Motion carried unanimously.
- Veronica Wood moved to approve the July MRVP voucher report. Sherry Forleo seconded it. All in favor. Motion carried unanimously.
- A change Order was presented for project #186122 to add additional smoke detectors in offices and for programming/testing for remote monitoring services for the new fire alarm systems. Veronica Wood moved to approve the Change Order and Sherry Forleo seconded the motion. All in favor. Motion carried unanimously.
- A Change Order, Certificate of Substantial Completion and a Certificate of Final Completion were presented to the board. Veronica Wood moved to approve the CO, CSC, and CFC and Sherry Forleo seconded the motion. All in favor. Motion carried unanimously.
- E.D. Johnson presented the Board with the design contract for Project 186128 Congregate Showers. The project and scope were discussed in detail. Veronica Wood moved to approve the design contract and Carolyn Dik seconded the motion. All in favor. Motion carried unanimously.
- The Capital Improvement Plan was recently updated, and the Board was given copies of the new projects that were funded. Collectively, we did some brainstorming and came up with a good list of resources to reach out to get the ball rolling on the new smaller projects.
- E.D. Johnson gave the Board an update on all the projects and what phases they are in including Elevators, Fire Alarms, Age in Place, 230 W. Main St. Turnover and 230W. Main St. Driveway, and Congregate Showers.
- The next meeting is scheduled for September 17, 2025, at 1 p.m.

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- Vernica Wood moved to adjourn the meeting and Carolyn Dik seconded the motion. All in favor. Motion carried unanimously.

Meeting adjourned at 1:54 p.m.