

Millbury Housing Authority Board Meeting Minutes

Date: 4/1/2026

Time: 1:07 PM – 1:24 PM

1. Call to Order

The meeting was called to order at 1:07 PM.

2. Roll Call

Present: Veronica Wood, Frances Gauthier, Mike Michalak, Carolyn Dick, Sherry Foleo

3. Project 186-128 – Low Bid Approval

EOHLC advised that, in the absence of documented issues or a negative DCAM evaluation, there was no basis to reject the low bidder. The contractor has been vetted with satisfactory references.

Motion: Veronica Wood moved to Approve low bid for Project 186-128 Carolyn Dik seconded

Vote: Unanimous (Aye)

Note: Board expressed prior concerns; project will be closely monitored by staff, maintenance, and project architect.

4. Unanticipated Business

a. 95 Elm Street Memo

Draft reviewed; minor revisions suggested to simplify language regarding smoke and door closure.

b. Fire Department Coordination

Fire Chief advised charges for false alarms may apply after repeated incidents from the same unit; recent alarms have involved different units.

c. Fire Evacuation Policy

Draft reviewed. Revisions to include identification of tenants requiring assistance (mobility/oxygen) and coordination with Fire Department. Final draft to follow.

d. Other Properties

Evacuation procedures to be developed for additional sites, including congregate housing and Pearl Street. Floor plans and emergency information access discussed.

5. Next Meeting

Scheduled for the 15th at 1:00 PM.

6. Adjournment

Veronica Wood moved to adjourn, Carolyn Dik seconded. Meeting adjourned at 1:24 PM (unanimous).