

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

05/21/2025

Meeting convened at 1:05 pm

Present: Commissioners Veronica Wood, Sherry Forleo, Frances Gauthier, 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 April 16, 2025 meeting. All in favor. Motion carried unanimously.
- Motion made by Veronica Wood seconded by Sherry Forleo to approve the April consolidated voucher report. All in favor. Motion carried unanimously.
- Veronica Wood moved to approve the April MRVP voucher report. Michael Michalak seconded it. All in favor. Motion carried unanimously.
- The Board welcomed our newest members, Michael Michalak and Carolyn Dik. E.D. Johnson handed out info on responsibilities of an LHA Board member as well as the hand book for board members. E.D. Johnson explained to the new members that they need to take the board member training within 60 days and the ethics test within 30 days.
- A change order request for additional contract time was presented to the board for project #186114. Veronica Wood moved to approve the change order and Sherry Forleo seconded the motion. All in favor. Motion carried unanimously.
- E.D. Johnson presented the Board with the low bidder for project #186103 Interior Sanitary Pipe re-lining for the congregate building. Veronica Wood moved to approve the low bid and Sherry Forleo seconded the motion. All in favor. Motion carried unanimously.
- E.D. Johnson presented the Board with the Agreed Upon Procedures Audit report. The audit was perfect and there were no findings.
- E.D. Johnson gave the Board an update on all the projects and what phases they are in including the Congregate sewer line, elevators, Fire Alarms, and the CDBG grant funded project at Pearl St.
- E.D. Johnson presented the Board with a change order for project #186107 to receive a credit for pavement repairs at Pearl St. as the pavement will be getting replaced with the CDBG grant project. Veronica Wood moved to approve the change order and Michael Michalak seconded. All in Favor.

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- The next meeting is scheduled for June18, 2025 at 1 p.m.

Meeting adjourned at 2:00 p.m.