

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

08/21/2024

Meeting convened at 1:15 pm

Present: Chair Francis Gauthier, Commissioners Veronica Wood, Virginia Yasko, Sherry Forleo

Others Present: E.D. Danielle Johnson

- Motion made by Veronica Wood seconded by Virginia Yasko to approve the minutes of the July 17, 2024 meeting. All in favor.
- Motion made by Veronica Wood seconded by Sherry Forleo to approve the July consolidated voucher report. All in favor.
- Veronica Wood moved to approve the July MRVP voucher report. Virginia Yasko seconded it. All in favor.
- Project #186127 Replacement of Sidewalks has wrapped up. Veronica Wood made a motion to approve the CSC and the CFC and Virginia Yasko seconded the motion. All in favor.
- The design contract, work order and scope of services for Project# 186122 Centerview Fire Alarm Upgrade was presented to the Board. Veronica Wood made a motion to approve the contract and Sherry Forleo seconded it. All in favor.
- E.D. Johnson presented the Board with some vacated tenant balances totaling \$8852.42. Veronica Wood made a motion to write off the balances and Sherry Forleo seconded the motion. All in favor.
- E.D. Johnson gave the Board an update on Project # 186116 Waters St renovation. There was a delay getting permits but we finally got it this week. Work has begun and the plan is to have it wrapped up in January. We will have a check-in meeting every Tuesday morning on site with the Architect.
- E.D. Johnson gave the Board an update on the Fire Alarm Upgrade project going on at Pearl St. This project is a lot on the staff and tenants but so far things have gone smoothly and the tenants have been extremely understanding and cooperative.
- E.D. Johnson gave the Board an update on The Centerview Window project. The mock up window was installed however it did not pass the infiltration testing. They will be back to test again on 8/23/2024. Once the issues are

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corrected, they will order the rest of the windows. It will be 6-8 weeks before they come in and then the installation will begin for the rest of the building.

- E.D. Johnson informed the Board that the Executive Director contract for FY 2025 has been approved by EOHLC and signed by Secretary Augustus.
- The next meeting is scheduled for September 18, 2024 at 1 p.m.

Meeting adjourned at 2:05 p.m.