

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

01/24/2024

Meeting convened at 1:10 pm

Present: Chair Francis Gauthier, Commissioners Veronica Wood, Sherry Forleo, Virginia Yasko, Others Present: E.D. Danielle Johnson

- Motion made by Veronica Wood seconded by Sherry Forleo to approve the minutes of the December 20, 2023 meeting. All in favor. Motion carried unanimously.
- Motion made by Veronica Wood seconded by Sherry Forleo to approve the December consolidated voucher report in the amount of \$166,832.67. All in favor. Motion carried unanimously.
- Veronica Wood moved to approve the December MRVP voucher report in the amount of \$3399.00. Sherry Forleo seconded it. All in favor. Motion carried unanimously.
- E.D. Johnson informed the Board that the low bid for project #186114 Centerview Windows was reviewed by EOHLC and all references were checked and in order. Veronica Wood made a motion to accept the low bid and award the project to Diversified Construction Services, LLC and Sherry Forleo, seconded the motion. All in favor. Motion carried unanimously.
- E.D. Johnson explained the wage match authorization forms. All members were given a copy ahead of time to review. Veronica Wood moved to approve the wage match authorization, Sherry Forleo, seconded the motion. All in favor. Motion carried unanimously.
- Consideration of opening meetings to the public was discussed. E.D. Johnson presented the Board with an option to implement a two-minute citizen speak session to the agenda. One member suggested sending out clear expectations for tenants regarding the citizen speak and proper protocol to follow. After a lengthy discussion, Veronica Wood moved to open meetings back up to the public starting with the April board meeting, and Virginia Yasko seconded the motion. All in favor. Motion carried unanimously.
- E.D. Johnson presented the Board with the Scope of Services for project# 186127 Replacement of sidewalks at the Burbank development. Veronica

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Wood motioned to approve the scope of services, seconded by Sherry Forleo. All in favor. Motion carried unanimously.

- E.D. Johnson informed the Board that the Notice to Proceed has been issued for Project#186121 Roll in Shower and Kitchen Upgrade for unit 215 Pearl St.
- The next meeting is scheduled for February 21, 2024 at 1 p.m.

Meeting adjourned at 1:53 p.m.