

MINUTES OF THE MEETING  
OF THE  
LUDLOW HOUSING AUTHORITY  
August 14, 2018

RECEIVED  
TOWN CLERK'S OFFICE  
2018 AUG 16 P 3:29

REGULAR MEETING  
AT THE COLONIAL SUNSHINE MANOR COMMUNITY ROOM,  
LOCATED AT 114 WILSON STREET, LUDLOW, MASSACHUSETTS

TOWN OF LUDLOW

The meeting was called to order by Chairperson David Sepanek at 3:00 pm

1. Upon roll call those present were as follows:

Present: David Sepanek Susan Stanek Patricia Holley

Absent: Chester Giza

The secretary posted the Notice of Meeting at the Town's Clerk office on August 10, 2018 at 10:30 am

Also, in attendance: Secretary Robin Carvide

Tenant: L. Barsalou (Wilson Street)

2. Acceptance of the minutes from July 18, 2018

Upon a motion by Susan Stanek, which was seconded by Patricia Holley, it was unanimously voted to accept the July 18, 2018 minutes as written. All in favor

3. Payment of Bills:

Upon a motion made by Susan Stanek, which was seconded by Patricia Holley, it was unanimously voted to pay bills. Detailed Warrant Report attached for balance of July payments Checks number 19519 to 19522 for a total of \$6,670.62 and August payments Check number 19523 to 19556 for a total of \$37,036.53. All in favor

4. Financial Report: July 2018: Did not receive from accountant. Will review next month.

5. Modernization Report:

A. Off-Line Houses: FISH # 161075 Discussion ensued

Upon a motion made by Patricia Holley, which was seconded by Susan Stanek it was unanimously voted to authorize the issuance of the broker RFQ, up to (4) houses. To sell 96 Aldo Drive and 96 Prospect Street first, provided the sales proceeds, DHCD grants and FF will be enough to fund replacement units, and upon successful replacement of Aldo Drive and Prospect Street, sell 7 Maple Street and 668 Center Street. To authorize \$50,000 from Ludlow Housing Authority's Formula funding to be used if necessary. All in favor

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5. Modernization-A. Continued

Upon a motion by Patricia Holley, which was seconded by Susan Stanek, it was unanimously voted when we are purchasing replacement units, to have the seller vacate any tenants from the properties. All in favor

B. Windows: 161089: 23 & 25 Butler Street: Installation started Tuesday, August 14, 2018, to be completed within one week.

C. Roofs: 161080 & 161086: 361 West Avenue & 48 Higher Street: Completed

D. Vacant Land Research: Ben Stone from DHCD came and viewed our vacant lot on o Grandview Street. We also have two lots on Summer Avenue, Ludlow. State researching land plots for possible future expanding.

E. Sustainability Funds: We received a grant to replace three boilers (2) at the 667-4 Development and (1) Large boiler at the 667-2 Development. This will free up FF.

6. Reading of the Correspondence: None

7. Old Business:

A. Board Members on-line training (2) not completed

B. Up-Dating By-Laws:

C. Update utilize 689-1 CFA Monies: Old Proposal monies not to be granted. Would be replaced if future building was approved. Take off Agenda.

D. Review Employee Personnel Policies and Progressive Discipline.

8. New Business:

Office will be closed August 27, 2018 for training and roll out, with DHCD, of new CHAMP program for Centralized waiting list.

9. Motion to adjourn:

Motion to adjourn made by Patricia Holley, which was seconded by Susan Stanek, Chairperson David Sepanek adjourned the meeting at 4:15 pm.

The next Board of Commissioner's meeting will be held on September 19, 2018 at 3:00 pm.

Attest: Secretary Robin Carvide