

MINUTES OF THE BOARD MEETING
OF THE LUDLOW HOUSING AUTHORITY

April 15, 2025, 11:00 a.m.
114 Wilson Street, Ludlow, MA 01056

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TOWN OF LUDLOW

The Meeting was called to order by Chairperson Susan Stanek at 11:02 a.m.

1. Upon roll call those present were as follows:

Present: Susan Stanek, Raymond Anderson, Kimberly Babin & Joao Alves

Also present: Robin Carvide Absent: Audrey Polmanteer

2. Acceptance of the Minutes of the Meeting:

Upon a motion made by Kimberly Babin, which was seconded by Raymond Anderson, it was unanimously voted to approve the minutes of March 18, 2025, as written. All in favor

3. Payments of the Bills:

Upon a motion made by Kimberly Babin, which was seconded by Raymond Anderson, it was unanimously voted to approve the bills from check # 23225 to check #23279 for \$153,020.60. All in favor

4. Financial Report

A. Accountant Report: January 42.3% reserve

B. Accountant Report: February 43.8% reserve

Upon a motion made by Kimberly Babin, which was seconded by Raymond Anderson, it was unanimously voted to approve the January & February 2025 Accountant Financial Reports. All in favor

5. Modernization Report:

A. Project # 161127 VCT replacement at turnover Stata Street: LHA Partial

B. Project # 161138 ARPA FF: State St. Dev Balcony Repair

Upon a motion made by Kimberly Babin, which was seconded by Joao Alves, it was unanimously voted to accept the lowest bid received from Barco Builders, LLC, 175 Ashuelot Main St., NH 03441 for \$30,000. All in favor

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Modernization Report: continued

- C. Project # 161142: ARPA FF: Foundation insulation repair New Wilson RCAT Bid
- D. Project # 161158 VU: State Street Empties: EOHLC Bid
- E. Project # 161159 VU: Wilson, Chestnut, 28 Benton: Forced Account: EOHLC:
Over seen by Thomas Boyer
- F. Project # 161164 VU: 48 Higher St. Renovation: EOHLC Overseen by Juliet Borja
After discussion and reviewing specifications and comparisons.

Upon a motion made by Kimberly Babin, which was seconded by Raymond Anderson, it was unanimously voted to make the use of Manufacturer Altro, Style Aquarius sheet vinyl flooring a Proprietary Specification for Project # 161164 at 48 Higher Street, Ludlow, MA 01056. All in favor

6. Reading of the Correspondence:

- A. PHN 2025-04 was read and acknowledged.
- B. Reviewed letter from Ludlow DPW pertaining to charges we will receive for trash at landfill.
- C. Reviewed Retirement FY26 Appropriation.
- D. Letter received from tenant at Chestnut St about employee M. Salgado and his excellent performance when electric went out of the building. He went above and beyond helpful. A certificate of Appreciation was given by the Board.

7. Old Business:

- A. Boards/Committees to reorganize after election:

Motion made by Kimberly Babin, which was seconded by Joao Alves, to nominate Susan Stanek as Chairperson of the Board, Susan Stanek accepts. All in favor. As there were no other nominations Susan Stanek is Chairperson of the Ludlow Housing Authority Board.

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Old Business: continued

Motion made by Raymond Anderson, which was seconded by Susan Stanek, to nominate Kimberly Babin as Vice-Chairperson of the Board, Kimberly Babin accepts. All in favor. As there were no other nominations Kimberly Babin is Vice-Chairperson of the Ludlow Housing Authority Board.

Motion made by Susan Stanek, which was seconded by Kimberly Babin, to nominate Raymond Anderson as Treasurer of the Board, Raymond Anderson accepts. All in favor. As there were no other nominations Raymond Anderson is Treasurer of the Ludlow Housing Authority Board.

8. New Business:

- A. Discussion about trees that need to come down and funding.
- B. June's Board Meeting changed to June 10th, 2025, at 11:00 a.m.

9. Adjourn Meeting:

- A. Upon a motion made by Kimberly Babin, which was seconded by Joao Alves, it was unanimously voted to adjourn the meeting at 1:03 p.m.
All in favor

Sincerely Submitted,
Robin Carvide
Robin Carvide

Next Scheduled Regular Meeting: May 20, 2025