

**HOLBROOK HOUSING AUTHORITY
ONE HOLBROOK COURT
COMMUNITY ROOM
HOLBROOK, MA 02343
BOARD OF COMMISSIONERS MEETING, November 30, 2023, 5:30PM**

A Regular Meeting of the Holbrook Housing Authority was duly called and held on Thursday, November 30, 2023, at 5:30 p.m. and upon a call of the roll, the following Commissioners were found Present and Absent:

<u>Present</u>	<u>Absent</u>
Sandra Lemieux	Dawn Dubose
Sana Banks	Leanna Green
Richard Dean	

Approval of Minutes of the November 30, 2023, Regular Board Meeting

Commissioner Lemieux made a motion, seconded by Commissioner Banks to approve the minutes of the November 30, 2023, regular board meeting. The motion passed unanimously.

Commissioner Lemieux made a motion, seconded by Commissioner Banks to authorize the Executive Director to file a joint application for the EOHLC Resident Services Coordinator Grant. The motion passed unanimously.

Commissioner Lemieux made a motion, seconded by Commissioner Banks to approve the 2024 Payment Standards and Utility Allowances for the Section 8 Program. The motion passed unanimously.

Commissioner Lemieux made a motion, seconded by Commissioner Banks to enact the Rent Collection Policy previously approved by the Board, effective date January 1, 2024. The motion passed unanimously.

Commissioner Lemieux made a motion, seconded by Commissioner Banks to approve the deductible payment of \$9,000.00 due and payable by 12/30/23 for Massachusetts State-Aided Housing Programs Property, Boiler & Machinery and Crime Insurance for Policy period 11/17/23-11/17/24 per EOHLC Public Housing Notice 2023-21. The motion passed unanimously.

Commissioner Lemieux made a motion, seconded by Commissioner Banks to approve Accounts Payable for the month of October. The motion passed unanimously.

There being no further business, Commissioner Lemieux made a motion, seconded by Commissioner Banks to adjourn. The motion passed unanimously, and the meeting adjourned at 5:45 p.m.

Respectfully submitted,

Colleen M. Whalen
Assistant Executive Director