

**HOLBROOK HOUSING AUTHORITY
ONE HOLBROOK COURT
COMMUNITY ROOM
HOLBROOK, MA 02343
BOARD OF COMMISSIONERS MEETING, June 27, 2024, 5:30PM**

A Regular Meeting of the Holbrook Housing Authority was duly called and held on Thursday, June 27, 2024, at 5:30 p.m. and upon a call of the roll, the following Commissioners were found Present and Absent:

Present

Sandra Lemieux

Sana Banks

Richard Evans

Absent

Richard Dean

Dawn Dubose

Approval of Minutes of the June 27, 2024, Regular Board Meeting

Commissioner Lemieux made a motion, seconded by Commissioner Banks to approve the minutes of the May 23, 2024, regular board meeting. The motion passed unanimously.

Commissioner Banks made a motion, seconded by Commissioner Lemieux to approve the accounts payable as presented. The motion passed unanimously.

Commissioner Banks made a motion, seconded by Commissioner Lemieux to write off \$25,290.64 vacated accounts receivable balances for tenants vacated over 90 days as follows: 667-1 \$25,632.00 and 667-2 \$0 and 705 - \$0. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Banks to approve the EOHLIC HILAAP Award for the 667-1 and 667-2 kitchen and bath renovations project in the amount of \$1,141,430.00 and to approve and authorize the Executive Director to execute the respective EOHLIC Contract for Financial Assistance (CFA) accordingly. The motion passed unanimously.

Commissioner Banks made a motion, seconded by Commissioner Evans to approve and submit to EOHLIC for its approval the Management Services Agreement between Quincy Housing Authority and the Holbrook Housing Authority for a term of five years for the annual agreement sum of \$120,480. The agreement will be effective July 1, 2024 through June 30, 2029. The motion passed unanimously.

Commissioner Banks made a motion, seconded by Commissioner Evans to allow the Executive Director to change banks for the operating accounts from Abington Bank to Rockland Trust Company. The motion passed unanimously.

New/Old Business

There was surrounding the Section 8 program participant selection priorities.

Commissioner Banks made a motion, seconded by Commissioner Evans to eliminate priorities for the Section 8 selection with the intention of being inclusive to the state population. The motion passed unanimously.

There was no old business.

Executive Director's Report

- Phase II of the family units rehab will begin
- Sent a demand letter to the town for reimbursement of taxes paid in error
- Vacancies in process, 10A, 9B, 13A
- Pipe break in wall of 10A-10C needed abatement and is complete

There being no further business, Commissioner Banks made a motion, seconded by Commissioner Lemeiux to adjourn. The motion passed unanimously, and the meeting adjourned at 6:08 p.m.

Respectfully submitted,

Colleen M. Whalen
Assistant Executive Director