

**HOLBROOK HOUSING AUTHORITY
ONE HOLBROOK COURT
COMMUNITY ROOM
HOLBROOK, MA 02343
BOARD OF COMMISSIONERS MEETING, November 14, 2024, 5:30PM**

A Regular Meeting of the Holbrook Housing Authority was duly called and held on Thursday, November 14, 2024, 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 DeBose
Richard Dean	
Sana Banks	
Richard Evans	

Approval of Minutes of the September 26, 2024, Regular Board Meeting

Commissioner Lemieux made a motion, seconded by Commissioner Evans to approve the minutes of the September 26, 2024, regular board meeting. The motion passed unanimously.

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

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve the Holbrook Fair Housing Policy. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve the Holbrook Language Access Policy. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve the Holbrook Reasonable Accommodation Policy. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve the Holbrook Utility Allowance and the Payment Standard at 105% of Fair Market Rent for FY24-25 for the Section 8 Program. The motion passed unanimously.

The was no new or old business.

Executive Director's Report

- Phase II of the family units is completed and need a final clean and can be reoccupied
- Hallways have been cleaned
- Water tank in Building 1 repaired
- Heat in unit 26 repaired
- State audit PMR went well, very pleased with progress made
- HILLAP award for \$1.4 million kitchen and bath renovations has gone to designer
- There will be a Pasta luncheon on 11/19 for residents
- A Holiday Meeting and dinner will be on 12/12 from 2:00-4:30
- Walking group has begun

- Scam awareness class was conducted
- Annual inspections will be coming up

Mr. Marathas asked if there were any questions, there was discussion regarding possibly moving the railings at the buildings with steps because they are too close to the buildings. Mr. Marathas will investigate.

Commissioner Evans asked for the National Grid account number to be able to register with National Grid to receive alerts regarding power outages. Mr. Marathas said the office will provide the account number. A tenant asked for additional police “ride throughs”, Mr. Marathas will contact the police department.

There being no further business, Commissioner Lemieux made a motion, seconded by Commissioner Evans to adjourn. The motion passed unanimously, and the meeting adjourned at 5:40 p.m.

Respectfully submitted,

Colleen M. Whalen
Assistant Executive Director