

**HOLBROOK HOUSING AUTHORITY  
ONE HOLBROOK COURT  
COMMUNITY ROOM  
HOLBROOK, MA 02343  
BOARD OF COMMISSIONERS MEETING, April 17, 2025, 5:30PM**

A Regular Meeting of the Holbrook Housing Authority was duly called and held on Thursday, April 10, 2025, at 5:30 p.m. (no quorum), was duly called and held on Thursday, April 17, 2025, at 5:30 p.m. And upon a call of the roll, the following Commissioners were found Present and Absent:

Present

Sandra Lemieux

Richard Dean

Richard Evans

Absent

Dawn Dubose

Sana Banks

**Approval of Minutes of March 13, 2025, Regular Board Meeting**

Commissioner Lemieux made a motion, seconded by Commissioner Evans to approve the minutes of March 13, 2025, regular board meeting. The motion passed unanimously.

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

Commissioner Evans made a motion, seconded by Commissioner Lemieux to open the Public Hearing for the review of the Holbrook Housing Authority's FY 2026 Proposed 2026 Annual Plan inclusive of the Capital Plan. The motion passed unanimously.

There were no public comments and/or questions.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve and authorize the Executive Director to submit the Holbrook Housing Authority's FY 2026 Capital Improvement Plan to EOHLC. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve and authorize the Executive Director to submit the Holbrook Housing Authority's FY 2026 Annual Plan to EOHLC. The motion passed unanimously.

Commissioner Lemieux made a motion, seconded by Commissioner Evans to close the Public Hearing of the proposed FY2026 Annual Plan inclusive of the Capital Plan. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve the Aging In Place Award and amendment to the Contract for Financial Assistance in the amount of \$14,800. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve the Formula Funding Award for FY 2028 in the amount of \$120,646.72 and the amendment to the Contract for Financial Assistance. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve the Vacant Unit Award for state project #133089 – Emergency Vacancy Rehab for units 9C, 10A, 10C in the amount of \$41,811.99. The motions passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve the Sustainability FY25 IAQ Award for \$200,000 for state project #133064 ARPA: FF: Bathroom vent replacement in 667-1. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to approve and authorize the Executive Director to enter into a contract with General Air Conditioning and Heating, Inc. of Dorchester MA in the amount of \$448,000 for state project #133064: ARPA: FF: Bathroom vents replacement 667-1. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to adopt Quincy Housing Authority's VAWA Policy for the Administration of the Holbrook Housing Authority's Public and Leased Housing Programs. The motion passed unanimously.

Commissioner Dean made a motion, seconded by Commissioner Lemieux to approve the Federal Annual Plan for FY 2025 for the administration of the Holbrook Housing Authority's Leased Housing Programs. The motion passed unanimously.

## **Executive Director's Report**

Mr. Marathas reported:

- Hired Jose as the new laborer
- 9A and 9C vacancies are major rehab
- 11A is another major project
- Roof of garage replaced
- Spring cleanup happening
- Trees will be removed
- Extensive cleaning of hallways
- Lights repaired
- Light pole that bus hi has been ordered
- Kitchen and bathrooms for project are out to design
- Hot water tank in 16 replaced
- Sewer pipe is waiting for EOHLC
- Gutters cleaned

## **Old or New Business**

Question regarding the sewer cover at entrance corner is caving in – Mr. Marathas will call town to see who owns it and get it repaired.

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 5:47 p.m.

Respectfully submitted,  
Colleen M. Whalen, Assistant Executive Director