

**HOLBROOK HOUSING AUTHORITY
ONE HOLBROOK COURT
COMMUNITY ROOM
HOLBROOK, MA 02343
BOARD OF COMMISSIONERS MEETING, May 14, 2026, 5:30PM**

A Regular Meeting of the Holbrook Housing Authority was duly called and held on Thursday, May 14, 2026, 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 (Arrived late 5:40pm)
Sana Banks

Approval of Minutes of March 12, 2026, Regular Board Meeting

Commissioner Lemieux made a motion, seconded by Commissioner Evans to approve the minutes of March 12, 2026, 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 approve the \$21,290 award from Compliance Reserve Fund to install automatic door opener at the community building and trim the trees that are safety concern 667-1. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Lemieux to authorize the Executive Director to apply for the EOHLC Creative Place Making Grant. The motion passed unanimously.

Commissioner Lemieux made a motion, seconded by Commissioner Evans to approve and authorize the Executive Director to enter into a contract with MATCHA to install two electric vehicle stations and have a 50%/50% split of profits sharing. The motion passed unanimously.

Executive Director's Report

Mr. Marathas reported:

- Parking signs have been installed, new policy to be rolled out with towing between 12:00am-6:00 am
- Exterior lobby doors and patio doors being painted
- Lobbies have begun to be painted
- Vacant units 25 and 2a in progress
- Ugraded emergency lighting in 667-2
- Covered wiring outside building 15 from light post
- Loomed and seeded bare spots around property

- Cleared fencing behind buildings 2,3,4,5 from debris
- QHA on property to initiate a plumbing study assessment
- All lobbies vacuumed and mopped
- Notices prepared to be sent to all residents with parking policy and map of designated areas

Mr. Marathas added that there will be a 250th Birthday Celebration on June 22, 2026 and Serve Home will be present to discuss upcoming mission to serve the Holbrook Housing Authority.

Old or New Business

Tenant asked to have the ceilings and flooring of each balcony looked at – currently have slats and debris/water come down onto the decks below.

Also, a request for consideration of a generator for the Community Building. Mr. Marathas explained that this project would not be feasible until the distant future.

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 5:48pm.

Next meeting will be Thursday, July 9, 2026, at 5:30 pm.

Respectfully submitted,
Colleen M. Whalen, Assistant Executive Director