HOLBROOK HOUSING AUTHORITY
ONE HOLBROOK COURT
COMMUNITY ROOM
HOLBROOK, MA 02343
BOARD OF COMMISSIONERS MEETING, September 10, 2026, 5:30PM

A Regular Meeting of the Holbrook Housing Authority was duly called and held on Thursday, September 10, 2026, at 5:30 p.m. and upon a call of the roll, the following Commissioners were found Present and Absent:

Present	Absent
Sana Banks	Dawn DuBose
Richard Dean	Sandra Lemieux
Richard Evans	

Approval of Minutes of June 9, 2026, Regular Board Meeting

Commissioner Banks made a motion, seconded by Commissioner Evans to approve the minutes of the June 9, 2026, regular board meeting. The motion passed unanimously.

Commissioner Evans made a motion, seconded by Commissioner Banks to approve the minutes of the August 19, 2026, special board meeting. The motion passed unanimously.

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

Commissioner Evans made a motion, seconded by Commissioner Banks to approve and authorize the Executive Director to execute Amendment #2 to the contract for financial assistance in the amount of $90,000.00 for exterior insulation, part of the siding project of family units. This brings current CFA to $563,768.31. The motion passed unanimously.

Executive Director's Report

Mr. Marathas reported:

- Units 4D and 25 vacancies completed
- Units 10D and 15C vacancies in progress, scheduled as mock ups of walk in shower project
- Mini splits cleaned in all lobbies and units
- Common areas cleaned
- Property grass cut, week whacking and edging being done weekly
- K(Bed bug inspections completed
- Gutters in bldgs. 2,3,4,5 and rear of bldgs. 6&7 cleaned
- Church group volunteers painted lobbies 15&16, landscaped, painted benches, picnic tables, and assisted residents
- Buildings surveyed by company installing new internet services
- Buildings being surveyed by solar panel company

Mr. Marathas also discussed that the bathroom remodel project is being evaluated by the EOHLC to determine whether or not the project can become a “force account” project (completed with HA employees).

There will also be a code compliance study completed for 667-2.

The family units siding project will move forward, but likely in phases completing 2 buildings at a time due to the amount of neglect and issues.

Old or New Business

Tenants asked to have the better/larger building numbers on exterior doors. Mr. Marathas will look into it.

Tenant asked when the internet will be activated/available. Mr. Marathas indicated there is no date as yet, but it is beginning.

There being no further business, Commissioner Evans made a motion, seconded by Commissioner Banks to adjourn. The motion passed unanimously, and the meeting adjourned at 5:42pm.

Next meeting will be Thursday, November 12, 2026, at 5:30 pm.

Respectfully submitted,
Colleen M. Whalen, Assistant Executive Director