

MINUTES
Regular Meeting
HOLLISTON HOUSING AUTHORITY
November 8, 2023

Began: 6:07 PM

1. Chairman called the meeting to order:

Roll Call:

Fred Bray

Anthony Damigella

Carl Damigella

Hayley Fetrow

2. Minutes:

Upon vote, motion by Commissioner Anthony Damigella to approve the October 11, 2023, minutes, seconded by Commissioner Carl Damigella

Vote: 4-0

3. Account Payable Warrant

Upon vote, motion by Commissioner Anthony Damigella to approve the November 8, 2023, Account Payable Warrants as presented, seconded by Commissioner Carl Damigella

Vote: 4-0

4. Financials

- We are in good shape. Solar net metering helping at 42%
- Lawn Mower cutting is under 30B under 10 thousand, no bid required.
Will go back to in-house cutting next year.

5. Vacancy Report - no vacancies

6. Old Business:

7. New Business

- a. Motion to approve 2024 Payment Standards effective January 1, 2024

Upon vote, motion by Commissioner Hayley Fetrow, seconded by Commissioner Carl Damigella, it was voted to approve the 2024 Payment Standards effective January 1, 2024; the ayes and nays were as follows: **Vote: 4-0**

- b. Motion to approve Section 8 Utility Allowances effective December 1, 2023

Upon vote, motion by Commissioner Hayley Fetrow, seconded by Commissioner Carl Damigella, it was voted to approve the Section 8 Utility Allowances effective December 1, 2023; the ayes and nays were as follows: **Vote: 4-0**

8. Other Business

a. Paul Landers –

- Floor project ending at Cutler, Mats going in at every door.
- Started Painting – Fox Painting, power washed first, Moc-up is complete,
- Inspections being worked on, Anthony from FHA helping, HVAC items identified.
- We have a vendor helping with Snow, Green Landscaping.
- DHCD, kitchen project down back. The architect evaluated and picked which kitchens, not us.

b. Section 8 –

9. Other appropriate Business to come before the board –

10. Residents

- Thank you, Paul, hallway paint looks beautiful.
- Furniture on porches
- Washroom
- Mats
- New parking stickers, Ryan handling

11. Next Board Meeting: December 13, 2023

No further business to come before the board: Upon vote, motion by Commissioner Carl Damigella, seconded by Commissioner Anthony Damigella, it was voted to adjourn the meeting at 6:38 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Paul O. Landers", written over a horizontal line.

Paul O. Landers, Executive Secretary