

Grafton Housing Authority

10 Maxwell Drive, North Grafton, MA 01536

Phone: 508-839-6089 Fax: 508-83-4410

Email: griftonha@verizon.net

RECEIVED TOWN CLERK
GRAFTON, MA

2015 AUG 6 PM 2 54

R

MINUTES

Grafton Housing Authority

March 2, 2015

Maxwell Drive Community Room

A meeting of the Grafton Housing Authority was held on March 2, 2015 in the Maxwell Drive Community Room. James Gallagher, Ed Murphy, Don Chouinard, George Mahassel and David Robbins were present.

- Approval of January, 5, 2015 meeting minutes.
- Approval of Budget Balance Sheets as of January 31, 2015
- Old Business:
 - FY 2015 Budget has been approved by DHCD.
 - Forest Lane Community will be cleaned by Quality Cleaning Company on a bi-weekly basis.
 - Recycle is going well. Dumpster at Forest Lane has been reduced to a smaller size and three more recycle bins have been added.
- New Business:
 - Forest Lane Roofing Project – Electronic bid opening will be on March 4th. A special meeting will be needed to approve lowest bidder. It was brought up that if a company by the name of Greenwood came in as the lowest bidder to be aware of them since they had done work at the High School and the school on Millbury Street and those two places are having issues. Don expressed concern on the procedure of going with the lowest bidder which is not always the best choice and voiced that he would vote no on the low bidder. Barbara said she knew of only two contractors that came through the walk through last week. She will seek to get names of all those that placed bids.
 - Grafton Housing Authority now has its own website (www.griftonhousing.com) and will be updated with pictures once we are able to get them.
 - Snow Removal – It has been a rough winter for snow/ice. Maintenance has been putting in a lot of overtime. GHA did have snow moved around at Forest Lane as well as snow remove from roofs at that site and Maxwell Drive. DHCD has issued a notice (PHN 2015-07) regarding a budget exemption for rooftop snow and ice removal. Our 689 Development is not included in this exemption. DHCD has not determined what percentage of fees will qualify for this exemption.
 - GHA will be switching over to an Answering Service when the office is closed, weekends and holidays. Barbara expects this to happen sometime in March. A notice will go out to all tenants on the new process.
- Next meeting Monday, April 6, 2015. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Barbara Marsden

Barbara Marsden, Secretary