

**HANSON HOUSING AUTHORITY**  
**80 Meetinghouse Lane, Hanson, MA 02341**

**BOARD OF COMMISSIONERS MINUTES, August 10, 2023, at 6:30 PM**

A Regular Meeting of the Hanson Housing Authority was duly called and held via GoToMeeting video conferencing, on Thursday, August 10, 2023, and upon a call of the roll, the following Officers were found present and absent:

<u>Present</u>	<u>Absent</u>
Teresa Santalucia	Dan Pardo
Michael Jones	
Dorothy Marrocco	
Kevin Keane	

**Approval of the Minutes from the June 8, 2023, Regular Board Meeting.**

Commissioner Santalucia made a motion, seconded by Commissioner Keane, to approve the minutes of the June 8, 2023, Regular Board Meeting. The motion passed unanimously.

Commissioner Santalucia made a motion, seconded by Commissioner Keane to approve the Accounts Payables as presented. The motion passed unanimously.

**Finance Report**

Finance report was discussed and Commissioner Santalucia asked that the Executive Director be certain that the RAD consultants are not the same consultants used in the past, so as not be double billed for same work.

The results of the Annual Agreed Upon Procedures Audit (AUP) were discussed. There were two minor exceptions that will be rectified procedurally for the future.

**Executive Director's Report**

Ms. Whalen on behalf Mr. Marathas, reported on the following:

- Meeting with designer for pricing of CPC window project LZ Thomas
- Meeting consultants to discuss financial options for LZ Thomas RAD Conversion
- Striping of parking lot completed
- Installation of solar blinds completed
- Fire alarm installation at Woodbine completed
- Fence replacement scheduled for 8/8/23
- Door replacement scheduled for 8/15/23
- Gutter cleaning and power washing, Woodbine completed
- Trim all shrubs at LZ Thomas and Woodbine completed
- Emerson & Swan site evaluation for HVAC grant for community room

- Smoking hearings were conducted with tenants observed smoking
- Rent hearings were conducted to arrange repayment agreements
- Unit 2C and 7C vacancies have been filled
- Change in smoking policy meeting with tenants will be held prior to 9/14/23 board meeting

### **Old Business**

None

### **New Business**

Commissioner Santalucia would like to have a pro-active look at Woodbine situation prior to change of smoking policy at Woodbine due to neighborhood issues.

Commissioner Santalucia announced that she is no longer a member of the Community Preservation Commissioner and would like to have a housing authority designee nominee for the next Board of Commissioners meeting.

There being no further business, Commissioner Santalucia, made a motion, seconded by Commissioner Keane to adjourn. The motion passed unanimously, and the meeting adjourned at 7:01pm.

Respectfully submitted,

Colleen M. Whalen  
Assistant Executive Director of Managed Agencies