

MINUTES OF THE BOARD MEETING
OF THE LUDLOW HOUSING AUTHORITY
February 18, 2025, 11:00 a.m.
114 Wilson Street, Ludlow, MA 01056

The meeting was called to order by Chairperson Susan Stanek at 11:08 a.m.

1. Upon roll call those present were as follows:

Present: Susan Stanek, Raymond Anderson, Kimberly Babin & Audrey Polmanteer
Also, present: Robin Carvide Absent: None

The secretary posted the Notice of Meeting at the Town's Clerk's office 02/12/2025

2. Acceptance of the Minutes of the Meeting:

Upon a motion made by Raymond Anderson, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the minutes from January 21, 2025, Regular Board meeting, as written. All in favor

3. Payment of the bills: Detailed report:

Upon a motion made by Audrey Polmanteer, which was seconded by Raymond Anderson, it was unanimously voted to approve the bills Check # 23117 to Check # 23171 for a balance of \$95,854.33. All in favor

4. Financial Report:

A. Accountant Reports: None Available

B. Vacant Unit Award CFA: Letter received from Edward M. Augustus Jr. awarding Ludlow Housing Authority with \$149,000.00 to purchase a 705 at 54 Cady Street, using the award and the proceeds from 361 West Avenue, to replace 361 West Avenue.

Upon a motion made by Raymond Anderson, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the CFA funds of \$149,000.00 for replacement of 361 West Avenue with 54 Cady Street. All in favor

Minutes Board Meeting 02/18/2025

5. Modernization Report:

A. FISH # 161102 Replace Common Area Floors: NSI: CSC, CFC and payment

Upon a motion made by Kimberly Bain, which was seconded by Raymond Anderson, it was unanimously voted to approve the CSC for NSI Clean Worldwide Project # 161102 Replace Common Area Floors Chestnut Street, Ludlow, MA 01056. All in favor

Upon a motion made by Kimberly Babin, which was seconded by Audrey Polmanteer, it was unanimously voted to approve the CFC and Payment #2 for \$21,500.00 for Project #161102 for Replace Common Area Floors to NSI Clean Worldwide. All in favor

B. FISH # 161127 VCT replacement at turnover State Street: LHA partial

C. FISH # 161138 ARPA FF: State St Development Balcony Repair: Scope RCAT

D. FISH # 161139 ARPA FF: Electric Panel Replacement: State Street: Project absorbed

E. FISH # 161142 ARPA FF Foundation Insulation Repair New Wilson: Design

F. FISH # 161143 Replace crank out windows Chestnut Street: Construction in progress

Upon a motion made by Raymond Anderson, which was seconded by Audrey Polmanteer, it was unanimously voted to approve the change order for Project #161143 for the addition of 13 WOCD's per building code. All in favor

G. FISH # 161158 State Street Empties for (8) Vacancy Initiative EOHLC

Upon a motion made by Audrey Polmanteer, which was seconded by Raymond Anderson, it was unanimously voted to approve the request of the Ludlow Housing Authority Administration to make the following as propriety, to match existing fixtures, to use exclusively Sloan toilet heads and valves on Project # 161158. All in favor

H. FISH #161159 Unit vacancy turnover Wilson and Chestnut (1) Forced Account

I. FISH #161164 VI 48 Higher Street Renovation EOHLC Overseen by Juliet Borja

6. Reading of the Correspondence: Letter read and acknowledged from Evelyn Muasya at EOHLC pertaining to CMR 4.03 Code of Conduct (2) and (g). that Applicant is Eligible and Qualified as a Priority 7.

7. Old Business:

A. RFP to purchase: CFA award handled in Finance. The closing date will be on or after February 28, 2025.

B. Board Member Training: (3) complete, (1) in progress

C. Conflict of Interest: (3) complete, (1) in progress

Minutes Board Meeting 02/18/2025

8. New Business: Ludlow Housing Authority Annual Town Report 2024 read and acknowledged.
9. Adjourn Meeting:
A motion was made by Raymond Anderson, which was seconded by Audrey Polmanteer, to approve to adjourn the meeting at 12:06 pm. All in Favor

Sincerely Submitted:

Robin Carvide

Robin Carvide

Next Scheduled Regular Meeting March 18, 2025, at 11:00 am