

455  
MINUTES OF THE BOARD MEETING  
OF THE LUDLOW HOUSING AUTHORITY  
May 21, at 11:00 a.m.  
114 Wilson Street, Ludlow, MA 01056

The meeting was called to order by Chairperson Susan Stanek at 11:05 a.m.

1. Upon roll call those present were as follows:

Present: Susan Stanek Raymond Anderson Jon Baldwin Audrey Polmanteer  
Kimberly Babin

Absent: Also, present: Robin Carvide,

The secretary posted the Notice of Meeting at the Town's Clerk's office 05/16/2024,

2. Acceptance of the Minutes of the Meeting:

Upon a motion made by Audrey Polmanteer, which was seconded by Raymond Anderson, it was unanimously voted to accept the minutes from April 16, 2024, as written. All in favor

Upon a motion made by Jon Baldwin, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the minutes from April 23, 2024, as written. All in favor

3. Payment of the bills: Detailed report

Upon a motion made by Jon Baldwin, which was seconded by Kimberly Babin, it was unanimously voted to approve the bills Check # 22677 to Check # 22719 for a balance of \$66,843.01. All in favor

4. Financial Report

- A. March 2024 Accountant's Report 38.2% reserve

Upon a motion made by Kimberly Babin, which was seconded by Jon Baldwin, it was unanimously voted to accept the March 2024 Accountant's Financial Report. All in Favor

## Board Minutes May 21, 2024

## Financial Report Continued

TAR was reviewed and an update of court cases that are active.

Vacancy's were reviewed with forms of funding.

Upon a motion made by Jon Baldwin, which was seconded by Raymond Anderson, it was unanimously voted to approve the Financial Report.

## 5. Modernization Report:

- A. FISH # 161102 Replace Common Area Floors: Chestnut St: Out for Bid end 05/31/2024.
- B. FISH # 161121 Replace Concrete Door entry pads: State Steet: LHA
- C. FISH # 161127 VCT replacement at turnover State Street: LHA partial
- D. FISH # 161125 Congregate Accessibility Remodel: 136 Wilson EOHLC: Complete
- E. FISH # 161129 Replace Roofs Colonial Sunshine Manor: Complete
- F. FISH # 161137 ARPA FF: 69 State/20 Meadow Steet: Asphalt roof  
Upon a motion made by Jon Baldwin, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the CO, CSC, CFC and pay Laroche Construction Co. Balance owed of 4,758.44. All in Favor
- G. FISH # 161136 ARPA FF: 87 State Street Community Building: Roof: Construction  
Upon a motion made by Jon Baldwin, which was seconded by Audrey Polmanteer, it was unanimously voted to approve the CSC and payment of \$65,787.50. All in favor
- H. FISH # 161138 ARPA FF: State St Development Balcony Repair: Scope RCAT
- I. FISH # 161139 ARPA FF: Electric Panel Replacement: State Street: LHA
- J. FISH # 161141 ARPA FF Maintenance Garage repairs Wilson Street: Re-bid due 05/31/2024
- K. FISH # 161142 ARPA FF Foundation Insulation Repair New Wilson: RCAT
- L. FISH # 161143 Replace crank out windows Chestnut Street: Design
- M. FISH # 161144 New Asphalt Maintenance Garage: RCAT
- N. FISH # 161153 Flooring Abatement and replacement State Street: LHA
- O. FISH # 161158 State Street Empties for (5) Vacancy Initiative EOHLC
- P. FISH # 161159 Unit vacancy turnover Wilson and Chestnut (1) Forced Account
- Q. FISH #161164 48 Higher Street Renovation Approved Funding \$211,306

Board Minutes May 21, 2024

6. Reading of the Correspondence:

PHN 2024-06 & 07 were reviewed and acknowledged.

7. Old Business:

A. Grandview Property: Contingency moved to 06/07/2024 and closing moved to 07/09/2024.

B. Annual Hearing for Proposed Annual Plan June 18, 2024, at 11:00 am

8. New Business:

A. Laundry Policy

Upon a motion made by Jon Baldwin, which was seconded by Raymond Anderson, it was unanimously voted to accept the Laundry Policy as written. All in favor

B. Speaker from MA Executive Elder Affairs May 24, 2024, at Wilson Street at 10:00 am

C. Parking up front on Blanchard. Town placed sign but still can't see when turning left and tenants are parked on lawn and not on pavement. Maintenance will be placing markers on metal sticks so no one can park on the lawn.

9. Adjourn Meeting:

Raymond Anderson, which was seconded by Kimberly Babin, it was unanimously voted to adjourn the meeting at 1:10 pm. All in Favor

Sincerely Submitted:

*Robin Carvide*

Robin Carvide

Next scheduled Board Meeting will be June 18, 2024, at 11:00 am