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The meeting was called to order by Chairperson Susan Stanek at 11:01 a.m.

1. Upon roll call those present were as follows:

[illegible]

Absent: Joshua Carpenter, David Sepanek

Also, present: Robin Carvide, Jenna Milne Accountant,
(1) tenants from Wilson Street

The secretary posted the Notice of Meeting at the Town's Clerk's office 11/10/2021.

2. Upon a motion made by Audrey Polmanteer, which was seconded by Raymond Anderson, it was unanimously voted to accept the minutes from October 27, 2021, Board Meeting as written. All in favor

- ### 3. Payment of Bills:

Upon a motion made by Audrey Polmanteer, which was seconded by Raymond Anderson, it was unanimously voted to pay the bills. Check # 21271 to Check # 21313 for a total of \$46,337.22 All in favor

- #### 4. Financial Report:

A. FYE 09/30/2021 end report given by Jenna Milne Accountant.

Upon a motion made by Raymond Anderson, which was seconded by Audrey Polmanteer, it was unanimously voted to accept FYE 09/30/2021, Top 5 Certification, Lead Certifications, TAR and Financial Reports. All in favor.

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5. Modernization Report:

- A. FISH # 161100 Laundry Room reconfiguration Wilson Street:
Upon a motion made by Audrey Polmanteer, which was seconded by Raymond Anderson, it was unanimously voted to accept Change orders 1,2,3,4 & 5 as submitted by Adams & Ruxton Construction Company for Project number 161100. All in Favor
- B. FISH # 161117 Vanity State Street Development DHCD design
- C. FISH # 161104 Replace windows John Thompson Manor
Waiting for Certificate of Final Completion.
- D. FISH # 161099 PTAC Waiting for Certificate of Final Completion
- E. FISH # 161082 Hall Window Replacement Wilson Community Room
waiting on gutters
- F. FISH # 161123 Repair slanted floor Unit 39 CH #113 DHCD
Upon a motion made by Raymond Anderson, which was seconded by Audrey Polmanteer, it was unanimously voted to accept the lowest reasonable bid from Cornerstone Building Services for 44,200.00.
All in favor
- G. FISH # 161102 Replace common flooring: Chestnut Street DHCD
- H. FISH # 161120 Asbestos abatement (2) floors: RCAT
Upon a motion made by Audrey Polmanteer, which was seconded by Raymond Anderson, it was unanimously voted to accept the lowest reasonable bid from Compass Restoration Services for 19,950.00.
All in favor
- I. FISH # 161115 Replace Roofing & draining 26/28 & 38/40 Benton Street: RCAT: 1st Construction meeting November 19, 2021, at 9:00am for NTP
- J. FISH # 161131 Emergency Water heater 19 Hampden Street
- K. CIP revision approved for 161131 above and waiting on revision for (2) asbestos removal from Wilson Street units.

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6. Reading of the Correspondence:

- A. PHN 2021-21 Language Access Plan

7. Old Business:

- A. Ethic on-line test: only missing (1) online
- B. PHN 2019-13 Technical Assistance for Vacant Land Development: Tabled
Until land is sub divided.
- C. Chestnut Street: Senior Center movement plan
- D. LHA Completely Non-Smoking: tabled

8. New Business

- A. Review Space Heater policy: Tabled

9. Motion to adjourn.

Upon a motion made by Raymond Anderson, which was seconded by
Audrey Polmanteer, Chairperson Susan Stanek adjourned the meeting at
12:22 p.m.

Sincerely Submitted:

Robin Carvide

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Next Regular Scheduled meeting will be December 15, 2021