

**Millis Housing Authority
310 Exchange Street
Millis, MA 02054
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October 24th, 2024

The regular virtual monthly meeting of the Millis Housing Authority was held October 24th, 2024 in the community room of the Millis Housing Authority. Meeting to begin at 3:00PM.

Carol Baker- Chairperson - opened @ 3:05 PM

Roll Call:

Present

Absent

Carol Baker via conference call

Scott Fuzy

Carol Mushnick

Mary-Ellen D'Espinosa

Also Present: Candace Avery - Executive Director, Residents from the Millis Housing Authority,

Approval of Minutes for Regular Meeting:

Motion to approve minutes as presented for September 2024 by Mary-Ellen D'Espinosa

Second – Scott Fuzy

Vote Unanimous 3-0

Approval of Payables from September - October 2024:

Motion to approve payables as presented from September - October 2024 in the amount \$71,193.56

Motion to approve by Mary-Ellen D'Espinosa.

Second – Scott Fuzy

Vote Unanimous 3-0

Executive Director Report:

6 vacant units: 2 internal transfers, 2 long term care, 2 existing. 2 in process of unit turnover, all others complete and in process of lease.

Accountant Reports: all look great. With the approved augmentation the reserves are up to 42%. ED has submitted for reimbursement of admin, fees for her oversight of capital projects completed.

Waiting on the approval and once deposited it will add to bolstering the reserve levels.

Net Metering: 1st bill will be at the next meeting. This credit will also help to bolster the reserves. DPU numbers were received for Millis and Ashland. Waiting for the Medfield approvals.

Work orders: all being done in real time along with the multiple unit turnovers and the prep for snow.

Maintenance is also helping to oversee Ashland while we look to hire another maintenance person for the part time slot.

Tenant Meeting and Vaccine Clinic: held by Metrowest Pharmacy. They did an amazing job and offer personalized door to door service for our residents.

Land Conversation and Grant Status: discussion to be held and update provided by Commissioner D'Espinosa. All very positive and we hopefully will be approved for the grant and can use it for community outreach to build support.

Gazebo: currently being built by TriCounty. Progress is amazing and the board is encouraged to look at the project. Walking path is also being updated and posts that were damaged have been fixed as well.

