

**Millis Housing Authority  
310 Exchange Street  
Millis, MA 02054  
Phone - 508-376-8181  
Fax - 508-376-6040**

November 7th, 2024

The regular virtual monthly meeting of the Millis Housing Authority was held November 7th, 2024 in the community room of the Millis Housing Authority. Meeting to begin at 3:00PM.

Carol Baker- Chairperson - opened @ 3:10 PM

Roll Call:

Present Absent

Carol Baker None

Scott Fuzy

Carol Mushnick via conf. call

Mary-Ellen D'Espinosa

Also Present: Candace Avery - Executive Director

Approval of Minutes for Regular Meeting:

**Motion to approve minutes as presented for October 2024 meeting by Scott Fuzy**

**Second – Mary-Ellen D'Espinosa**

**Vote Unanimous 4-0**

Approval of Payables from October-November 2024:

**Motion to approve payables as presented from October - November 2024 in the amount \$130,082.07**

**Motion to approve by Scott Fuzy.**

**Second – Mary-Ellen D'Espinosa**

**Vote Unanimous 4-0**

Executive Director Report:

6 vacant units: all turned over and in process of lease, 1 in process of turnover

Work Orders: all current and up to date – again, maintenance also covering Ashland until new maintenance person is hired

Accountant Reports: all look good: reserves healthy. October reports not available as it is the start of the month.

Gazebo: coming out great. TriCounty is doing an awesome job, board encouraged to take a look at the progress.

AUP: will be completed November 20<sup>th</sup>, 2024

Budget: Not approved by EOHLC yet: still in review

MHP/MAPC update: see email/discussion for land transfer

Net Metering: Eversource waiting on UMass Boston to complete their enrollment: Chad Whittaker available for questions via conference call: Chad informed board that we are currently accumulating credits: July we became operational. All credits are reserved for the HA and program should roll out shortly.

Agilitas will watch the credits with Eversource: 30-60 days tops and they will begin payment retroactive along with current credits. Once retro payments are caught up it will go back to regular monthly credits. The credits will show on the regular monthly bill as a negative amount being taken from

the balance of the monthly amount owed. Mary-Ellen D'Espinosa asked if there would be online access to review the credits: Chad will look into this and get back to the board.

Menu for Oliva's for tenant holiday party: board discussed and decided on menu of porketta, roasted potatoes, shells, meatballs, chicken marsala, salad and bread. Desserts to be ordered from Roche Bros., and annual candy favors to be provided by Watsons.

Social Worker: finalizing with Trivalley and they will cover all three authorities

CPC: ED emailed Karen B. at town manager's office for the next steps in appointing Carol Baker to housing authority board seat. ED will provide update when response is received.

**Motion to approve Executive Director's Report as presented by Mary-Ellen D'Espinosa**

**Second by Scott Fuzy**

**Vote Unanimous 4-0**

New Business:

PMR: Affirmative Action/Fair Housing Policy approval

Board Certifications

**Motion to approve as presented by Scott Fuzy**

**Second by Mary-Ellen D'Espinosa**

**Vote Unanimous 4-0**

Old Business:

none

Other Business:

None

**Motion to Adjourn at 4:33 PM by Mary-Ellen D'Espinosa**

**Second – Scott Fuzy**

**Vote Unanimous 4-0**

**Next Meeting Thursday December 12<sup>th</sup>, 2024 at 3:00pm**

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