

A regular meeting of the Duxbury Housing Authority was held on Wednesday January 13 2021 at 10:00 via video conference (due to COVID-19). The following were in attendance:

James Hunt, Chairman  
Paul McCormack, Treasurer  
Pauline Flynn, Commissioner  
Bertram Walters Commissioner

**Also Present:**

Chris Plourde, Facilities & Modernization Manager  
Dede Riendeau, Executive Director  
Richard Conlon, Fee Accountant

Video Conference: Meeting ID 8072857447#  
Password 216207#  
Telephone: 1-929-205-6099

**Public Comment**

None

**Approval of Minutes:**

On a motion made by James Hunt and seconded by Pauline Flynn, the Board voted 4-0 to approve the meeting minutes of November.

**Budget Revision 2021:**

Rich explained the revision. On a motion made by James Hunt and seconded by Bert Walters, the Board voted 4-0 to approve the 2021 budget revision.

**Budget 2022:**

Rich discussed each budget in detail.

On a motion made by James Hunt and seconded by Bert Walters, the Board voted 4-0 to approve the 400-01 budget.

On a motion made by James Hunt and seconded by Bert Walters, the Board voted 4-0 to approve the 689-1 budget.

On a motion made by James Hunt and seconded by Pauline Flynn, the Board voted 4-0 to approve the 400-01 budget.

**Facilities Update:**

Chris explained that in house sanitizing is still being done. A new maintenance foreman started in Plymouth and will continue working with buddy to facilitate schedules. Chris had his final Capital Plan meeting with DHCD and it will be submitted for final approval at the end of the week. 689 flooring and plumbing fixtures are still on hold. Cordwood Path exterior doors will go back to bid in the spring since the only bid was above the amount they planned for. Side decks and doors at Chestnut started yesterday. There is a change order for the deck footings. On a motion made by James Hunt and seconded by Bert Walters, the Board voted 4-0 to approve the change order in the amount of \$995.24.

**Old Business/New Business:**

Dede mentioned with increased COVID numbers they have gone back to just emergency work orders. Rather than inspections they are knocking on doors and asking if there any issues and peeking in quick.

Warrant:

On a motion made by James Hunt and seconded by Pauline Flynn the Board voted 4-0 to approve the warrant for November.

On a motion made by James Hunt and seconded by Bert Walters the Board voted 4-0 to approve the warrant for December.

Adjournment:

On a motion made by James Hunt and seconded by Bert Walters, the Board voted 4-0 to end the meeting. The meeting adjourned at 10:30am

A true record

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