

**MINUTES OF THE ANNUAL AND REGULAR MEETING
OF THE MIDDLETON HOUSING AUTHORITY**

**Orchard Circle, Middleton, Massachusetts
January 22, 2025
4:15 pm**

PRESIDING: Maria Paikos, Chairperson

RECORDING SEC'Y: Cindy Dunn

COMMISSIONERS PRESENT Maria Paikos, Karen McCafferty, Ilene Twiss and Douglas LeColst

COMMISSIONERS ABSENT: Sharon Purchase

Maria Paikos, Chairperson, called the Regular Meeting to order at 4:15 pm.

The Board reviewed the Regular Meeting Minutes of October 23, 2024. Upon motion duly made by Douglas LeColst and seconded by Karen McCafferty it was **VOTED 4-0: To accept the minutes.** There was no board meeting in November or December.

The Board reviewed the bills for November and December 2024. There were no questions on the bills.

Cindy advised the board that the roof project is complete. Upon motion duly made by Karen McCafferty and seconded by Douglas LeColst it was **VOTED 4-0: To approve the Substantial and Final Completion in the amount of \$317,468.**

Screen Door Replacement bid closed on 12-13-2024. Upon motion duly made by Ilene Twiss and seconded by Karen McCafferty it was **VOTED 4-0: To approve the apparent low bid submitted by Kappa City Construction in the amount of \$34,789.**

Cindy asked the board for a vote to approve the annual clothing allowance for the maintenance staff. Upon motion duly made by Douglas LeColst and seconded by Karen McCafferty it was **VOTED 4-0: To approve the annual clothing allowance in the amount of \$1,000.**

The next board meeting was scheduled for February 19, 2025.

There being no further business, and upon motion by Douglas LeColst the meeting adjourned at 4:45 pm.

Cynthia Dunn, Recording Secretary