LEE HOUSING AUTHORITY

155 MARBLE STREET

LEE, MA 01238

Minutes of Regular Lee Housing Authority Board of Directors meeting April 18, 2025, at 9:30 a.m.

The meeting was called to order by Chairperson Cozzaglio at 9:30 am

Members in Attendance: Sandra Cozzaglio, Chairperson

 Jennifer Heath

 Thomas Logsdon

Deborah M. Pedercini, Executive Director

Members Absent: Thomas Unsworth

 Marjorie Donovan

1. Public Speak (two minutes) on any Agenda Item

None

2. Minutes of the Regular Meeting of February 18, 2025

Member Logsdon made a motion to postpone the approval of minutes of the Regular Meeting of February 18, 2025. Member Heath seconded the motion. Vote 3-0

Minutes of the FY 2026 Annual Plan Public Hearing March 18, 2025

Member Logsdon made a motion to postpone the approval of the minutes of the FY2026 Annual Plan Public Hearing of March 18, 2025. Member Heath seconded the motion. Vote 3-0

Minutes of the Regular Meeting of March 18, 2025

Member Logsdon made a motion to postpone the approval of the minutes of the Regular Meeting of March 18, 2025. Member Heath seconded the motion. Vote 3-0

3. Programs

667 Currently there is one (1) vacant unit at Brown Memorial Court, #12, which was vacated on February 28, 2025. A prospective tenant is anticipated to fill the unit by the end of the month. Current Waitlist: 2344

705 Currently, there is (1) vacant unit at Clarke Court; Unit #40 a three (3) bedroom; a waitlist has been pulled. Current Waitlist: 8595

689 Both properties are running well.

4. Old Business

No Old Business

5. New Business

No New Business

6. Financial

1. Monthly check register for March 31, 2025

The Monthly Check Register for March 31, 2025, was presented to the board. After review, a motion was made by member Logsdon to accept the check register for March 31, 2025, as presented. The motion was seconded by member Heath. Vote 3-0.

1. Monthly Balance Sheets as of February 28, 2025

The balance sheets for the month ending February 28, 2025, were presented to the board.

The balance sheets for the month ending February 28, 2025, were presented to the board.

The reserve level as of February 28, 2025, for the 4001 program is 70.70%-$132,789.14 The 689-program reserve level is at 257.11%-$93,674.48 as of February 28, 2025.

7. Executive Director’s Report

1. Executive Director’s benefit balance as of April 12, 2025

Vacation: 37.5 Personal: 13.5 Sick: 260.16

1. Resident Services Coordinator Report for the month ending March 31, 2025

The director presented the report for the month ending March 31, 2025

8. Community Preservation Committee Report

Member Logsdon updated the board that the next meeting would be Lee Town Meeting in May.

9. Any topic the Chairperson could not reasonably anticipate.

10. Adjournment

With no other business to come before the board, a motion to adjourn was in order.

Member Logsdon made a motion to adjourn the meeting. The motion was seconded by member Heath. Vote 3-0.

The meeting was adjourned at 9:43 am.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR MAY 20, 2025**

Submitted by:

Deborah M. Pedercini

Executive Director