LEE HOUSING AUTHORITY

155 MARBLE STREET

LEE, MA 01238

Minutes of Regular Lee Housing Authority Board of Directors meeting November 26, 2024, at 4:30 p.m.

The meeting was called to order by Chairperson Cozzaglio at 4:32 p.m.

Members in Attendance: Sandra Cozzaglio, Chairperson

 Thomas Logsdon

 Marjorie Donovan

Deborah M. Pedercini, Executive Director

Members Absent: Jennifer Heath

 Thomas Unsworth

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

Tenant R.G. requested that the board address a tenant concern. Chairperson Cozzaglio stated that Public Speak is only for items on the agenda. The director stated that the board did not have authority to address tenant complaints. However, the board agreed to postpone the item to the December meeting.

2. Minutes of the Regular Meeting of September 17, 2024.

Approval of the minutes was postponed to the December meeting due to absence.

Minutes of the Regular Meeting of October 22, 2024

Member Donovan made a motion to approve the Minutes of the Regular Meeting of October 22, 2024, as presented. Member Logsdon seconded the motion. Vote 3-0

3. Programs

667 Currently there are no vacant units at Brown Memorial Court. Current Waitlist: 2140

705 Currently, there are two (2) vacant units at Clarke Court; Units #27, a three-bedroom unit ready for a tenant and unit #32; a two-bedroom unit which will need some renovation. A present tenant that is over housed will be transferring to Unit #32. Current Waitlist: 7879

689 Both properties are running well.

Inspections were held at 150 Laurel Street on November 14, 2024. An inspection for 185 Marble street has not been arranged as of yet due to scheduling.

4. Old Business

1. FISH# 150082 Budd House Bathroom Renovations Certificate of Final Completion

The director presented FISH#150082 Budd House Bathroom Renovations Certificate of Final Completion to the Board of Directors.

A motion was made by member Logsdon to approve FISH# 150082 Budd House Renovations Certificate of Final Completion. Member Donovan seconded the motion. Vote 3-0

5. No New Business

6. Financial

1. Monthly check register for October 31, 2024

The Monthly Check Register for October 31, 2024, was presented to the board. After review, a motion was made by member Donovan to accept the check register for October 30, 2024, as presented. The motion was seconded by member Logsdon. Vote 3-0.

1. Monthly Balance Sheets as of September 30, 2024

The balance sheets for the month ending September 30, 2024, were already approved at the previous meeting.

1. Quarterly Operating Statements and Modernization Cost Reports as of September 30, 2024.

The director presented the Quarterly Operating Statements and Modernization Cost Reports as of September 30, 2024, to the board of directors.

A motion was made by member Donovan to accept the Quarterly Operating Statements and Modernization Cost Reports as of September 30, 2024. The motion was seconded by chairperson Cozzaglio. Vote 4-0

7. Executive Director’s Report

1. Executive Director’s benefit balance as of November 23, 2024

Vacation: 54.5 Personal: 13.5 Sick: 238.77

1. Resident Services Coordinator Report for the month ending October 31, 2024

The director presented the report for the month ending October 31. 2024.

8. Community Preservation Committee Report

There were no updates as there had not been a meeting.

9. Any topic the Chairperson could not reasonably anticipate.

None.

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. Motion was seconded by member Donovan. Vote 3-0.

The meeting was adjourned at 5:00 pm.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 17, 2024**

Submitted by:

Deborah M. Pedercini

Executive Director