

MHA MINUTES OF BOARD MEETING January 19, 2022  
Location: The Plains Community Hall, Manchester, MA 01944

**3:30 PM - 4:30 PM (EDT)**

**Meeting of the Manchester Housing Authority Called to Order 3:30 P.M**

Roll Call: Present: - Elaine Persons Chairman, John Kenney, Beth Heisey, Gretchen Wood, and Irene Frontiero - Executive Director,  
Absent: Catherine Erickson

Tenant Concerns: No tenants were present. One tenant still concerned that the new washer and dryer units are too high, she cannot reach them and asked if we could put in a standalone drier. ED is looking into the options.

- Board Vote on Minutes of the regular meeting December 19, 2022. Beth motioned to approve them, and Gretchen seconded the motion, vote was all in favor 4-0.
- Board Vote to review and Approve a Change Order #1 for Project# 166074 Exterior Door Replacement for new cores and Change order request #2 for a time extension, Gretchen motioned to approve, and Beth seconded the motion, vote all in favor, 4-0.
- Board vote to approve final completion, on project # 166072 and payment to Massey Construction, of \$4260.86, Beth motioned to approve, and John seconded the motion, vote all in favor, 4-0.
- Board vote to approve ACH payments and monthly disbursements for January 2022, Beth motioned to approve and accept the disbursements and Gretchen seconded the motion. Vote all in favor 4-0.
- Board Vote to Approval Payment of \$5386.50 to Garofalo Design on project #166074, Gretchen motioned to approve payment, and Beth seconded the motion, vote all in favor, 4-0.
- Quarterly financial were presented to the board for review and acceptance, Beth motioned to accept the financials and john seconded the motion, vote all in favor 4-0.
  
- With no more business, John motioned to adjourn, and Gretchen seconded the motion, board all in favor 4-0

Adjournment Meeting ended. 4:05 PM

Next meeting of the Executive Board will be held on February 16, 2022

Signature: *Irene Frontiero*