



*Manchester Housing Authority, Inc.*

Post Office Box 608  
Manchester-by-the-Sea, Massachusetts 01944-0608  
Tel: (978) 526-1850 Fax: (978) 526-1604

**MHA MINUTES OF BOARD MEETING September 15, 2021**  
**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: Gretchen Wood - Chairman, John Kenney, Beth Heisey, Elaine Persons, and Irene Frontiero - Executive Director, Absent: 0

Tenant Concerns: One resident asked if we were going ahead with the door replacement project at The Plains, ED answered, yes, the project is being scheduled.

One resident asked if there was going to be any hedge cutting. ED answered, yes, we will let her know when.

- Board Vote on Minutes of the regular July 28, 2021. Beth motioned to approve them, and the motion was seconded by Elaine, the vote was all in favor 4-0.
- Board Vote approval of Change order #1 project # 166072 Heat/Fan replacement project at The Plains. Beth motioned to approve the change order and Elaine seconded the motion, vote all in favor, 4-0.
- Board vote to accept and approve Tenant on Tenant harassment Policy, Elaine motioned to accept the policy as presented and Beth seconded the motion, vote all in favor 4-0.
- Board vote to accept the monthly disbursements for July and August, Beth motioned to approve and accept the payables and Elaine seconded the motion. Vote all in favor 4-0
- Board Vote to elect a new chairman, Beth motion to nominate Elaine Persons for chairman, John seconded the motion, board vote all in favor, 4-0.
- Board Vote to elect a new Treasurer, Gretchen motioned to nominate Beth for treasurer and John seconded the motion, board vote all in favor, 4-0.
- The board to take training, ED will schedule it with Attorney Driscoll and Driscoll.

- Adjournment

Meeting ended. 4:07 PM

Next meeting of the Executive Board will be held on November 17, 2021.

Signature: Irene Frontiero