Minutes of a Regular Meeting of the Templeton Housing Authority (THA) held on March 13, 2019 at 99 Bridge Street, Baldwinville, MA at 4pm.

Members Present: Steven Olson, Chairman; Carol Caisse, Secretary; John Columbus, Member; Ida Beane, Treasurer

Member Absent:

Others: Paul Teixeira, Executive Director; Gary Whitney, Director of Maintenance; THA Residents

1. Call to Order: The Templeton Housing Authority’s monthly meeting was held on Wednesday, March 13, 2019 in the Community Room at Phoenix Court, 99 Bridge St., Baldwinville. The Chairman called the meeting to order at 4:14 P.M.

2. Open Forum: Paul provided an update on the submission of the FY20 budget.

3. Approval of Minutes:

.. March 13, 2019: A motion was made by Carol Caisse and seconded by Ida Beane to approve the minutes of the February 13, 2019 regular meeting. The vote was 4 ayes and 0 nays.

4. Approval of Financial Statements:

.. February 2019 Financials

.. February 2019 Check Register/Payroll Detail

.. February 2019 Monthly Operating Expenses

.. March 13, 2019: A motion was made by Ida Beane and seconded by Carol Caisse to approve the

financial statements. The vote was 4 ayes and 0 nays.

5. Vacancy/Occupancy:

.. Vacancy Turnover Log - Paul advised the board that the THA has several vacancies at Phoenix Court due to reducing number of residents who are over housed.

6. Maintenance Work Orders:

.. February 2019 Completed and Incomplete - Board reviewed.

7. Personal Policy Review: A discussion was held regarding the final THA Leave Policy.

.. March 13, 2019: A motion was made by Ida Beane and seconded by Carol Caisse to adopt the Leave Policy. The vote was 4 ayes and 0 nays.

8. Use of THA Truck: Gary Whitney gave the board a history regarding his use of the truck. He sited vandalism and the need for him to be on call 24/7. It is up to the Executive Directors discretion on how the truck is used. Paul thought it was appropriate that Gary take the truck home at night.

9. Other Business: None.

10. Adjournment:

.. A motion was made by John Columbus and seconded by Ida Beane to adjourn the meeting at 4:42 PM. The vote was 4 ayes and 0 nays. The next regularly meeting will be held on Wednesday, April 17, 2019.