

Minutes of the
WEST BRIDGEWATER HOUSING AUTHORITY
7 Esther Drive
West Bridgewater, MA 02379
Tuesday, June 17, 2025 @ 6:00 pm

A Regular Meeting of the West Bridgewater Housing Authority was held on Tuesday, June 17, 2025 at 6:00 pm in the Community Room at West Bridgewater Housing Authority, 7 Esther Drive, West Bridgewater, MA, 02379.

Members Present:

Paula Bunker, Chairman
John Cruz, Treasurer
Ray Rogers, Vice Chairman
Dennis Packard, Member
Diane Perry, Member

Members Absent:

Others Present:

Betty Gibbons, Executive Director

Call Meeting to Order at 6:01 pm Operation under the authority of MGL. chapter 111

New Business:

Motion by Diane Perry and seconded by Ray Rogers to approve the minutes of the Regular Meeting held on May 6, 2025. So, Voted.

Review and approve the bills paid through June 17, 2025. Motion made by Ray Rogers to approve the payment of the bills paid through June 17, 2025. Seconded by Diane Perry. So, Voted

Review and approve the Accountants Report for the financial statement for the period ending April 30, 2025. The report shows that reserves are currently 94.44%. This reserve is currently above DHCD Operational Guidance threshold of 35%. Motion made by Ray Rogers to approve the accountants report. Seconded by John Cruz. So, Voted.

Board to review & approved the Affirmative Action Goal for West Bridgewater Housing Authority - Goal 18.20%. Motion made by John Cruz to approve the Affirmative Action Goal for West Bridgewater Housing Authority. Seconded by Diane Perry. So, Voted.

Board to review & vote authorizing Paula Bunker to be designated signatory for CFA's (Contracts For Financial Assistance). Motion made by Diane Perry to authorize Paula Bunker to be designated signatory for CFA's (Contracts For Financial Assistance). Seconded by John Cruz. So, Voted.

Board to review & vote on continued daily work log by maintenance. Motion made by John Cruz to table the matter until the next board meeting. Seconded by Diane Perry. So, Voted

Board to review & vote on Change Order(s) for the Window Project #306030. Motion made by John Cruz to approve Change Order #002 for the Window Project #306030. Seconded by Diane Perry.

Board to review & acknowledge the following PHN Notice:

PHN 2025-06: Preventative Maintenance Planning Year Criteria

Motion made by Diane Perry to acknowledge PHN 2025-06 Preventative Maintenance Planning Year Criteria. Seconded by Dennis Packard. So, Voted.

Executive Director's Report

Maintenance Report

Monthly Maintenance Report

Adjourn:

Motion made by Diane Perry to adjourn the meeting at 6:54 pm. Seconded by John Cruz. So, Voted.