

MICHAEL F. MATONDI  
ROBERT D. FERRARI  
MARY C. O'LEARY  
HELEN T. O'DONNELL  
ALISON T. SLACK

HELEN E. LUCCIO  
EXECUTIVE DIRECTOR  
AND SECRETARY

**MEDWAY HOUSING AUTHORITY**

600 MAHAN CIRCLE  
MEDWAY, MA 02053  
TEL. (508) 533-2434  
FAX (508) 533-3402

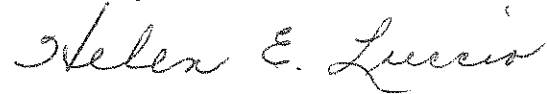
NOTICE OF REGULAR MEETING

OF THE

MEDWAY HOUSING AUTHORITY

The Regular Meeting of the Medway Housing Authority will be held at  
the Management Office at Mahan Circle, Medway, Massachusetts on  
October 13, 2010 at 1:00 p.m.

Sincerely,



Helen E. Luccio  
Executive Director

RECEIVED

OCT 08 2010

TOWN CLERK

## AGENDA

OCTOBER 13, 2010

1. Meeting to Order 1:00 p.m.
2. Minutes of September 8, 2010 Regular Meeting
3. Bills
4. Old Business
  - a. Capital Fund Grants – Maple Lane Windows Phase II
  - b. State Budgets - Votes
  - c. State Audit
  - d. Vacancies
  - e. Affordable Housing
  - f. Other
5. New Business
  - a. BC Stewart & Associates FY 2011 Contract
  - b. Sick Time Policy
  - c. Other

FOR MINUTE BOOK

A copy of the NOTICE OF MEETING, pursuant to Section 23A of Chapter 39 of the General Laws, with the CERTIFICATION AS TO SERVICE OF MEETING attached thereto was read and ordered spread upon the Minutes of this meeting and filed for record.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23A of Chapter 39 of the General Laws that a Regular meeting of the Medway Housing Authority will be held at 1:00 p.m. o'clock on October 13, 2010 at the Office of the Authority located at Mahan Circle, Medway, Massachusetts.

10/07/10

Month Day Year

By: Helen E. Luccio

Title: Executive Director  
Executive Director

CERTIFICATE AS TO SERVICE OF NOTICE OF MEETING  
(Sec. 23A, Chapter 39, General Laws)

I, Helen E. Luccio, the duly appointed, qualified and acting Secretary of the Medway Housing Authority, do hereby certify that on October 13, 2010 I filed, in the manner provided by Sec. 23A, Chapter 39, General Laws, with the Clerk of the Town of Medway, a NOTICE OF MEETING of which the foregoing is a true and correct copy. IN TESTIMONY THEREOF, I have hereunto set my hand and Seal of said Authority this 7th Day of October, 2010.

Helen E. Luccio  
Secretary

MINUTES OF OCTOBER 13, 2010  
REGULAR MEETING OF THE  
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, October 13, 2010 at the Office of the Authority, Mahan Circle, Medway, Massachusetts at 1:00 p.m. The following members were in attendance: Mr. Matondi, Mr. Ferrari, Mrs. O'Leary, Mrs. O'Donnell and Mrs. Slack. Executive Director Helen Luccio, Assistant Director Sheila Souza and Social Worker Pauline Russo were also in attendance.

Chairman Matondi called the meeting to order and asked the members if any changes were to be made in the minutes that were mailed to them. There being no changes, the minutes of the September 8, 2010 Regular Meeting were approved upon the motion of Mrs. Slack and seconded by Mrs. O'Donnell.

Bills

Revolving Account – Sixty (60) checks totaling \$82,817.50 were approved upon the motion of Mrs. O'Leary and seconded by Mrs. Slack.

HUD Money Market – One (1) check totaling \$2,640.18 was approved upon the motion of Mrs. O'Leary and seconded by Mrs. Slack.

689-2 Checking Account - One (1) check totaling \$1,000. was approved upon the motion of Mrs. O'Leary and seconded by Mrs. Slack.

A listing of these checks is attached.

Old Business

a. 2010 Capital Fund Grants – Maple Lane Windows – E.D. Luccio reported that seven (7) bids were received at the bid opening held on September 30, 2010 and Antonelli Construction Co. was the low bidder.

The following motion was made by Mr. Matondi and seconded by Mrs. Slack.

“That the Medway Housing Authority accept the bid from Antonelli Construction Co., Inc. in the amount of \$74,123. for the Maple Lane Window Replacement Project - Phase II and authorize E.D. Luccio to sign the contract.”  
The vote was as follows:

AYES

Michael F. Matondi  
Robert D. Ferrari  
Mary C. O'Leary  
Helen T. O'Donnell  
Alison T. Slack

NAYS

None

b. State Budgets – The 400-1, 689-1, 689-9 and MRVP budgets were FY 2011 were reviewed, discussed and approved. The votes are attached.

Mr. Ferrari suggested that the Authority have Alternatives Unlimited sign a maintenance checklist for 248 Village Street.

c. State Audit – E. D. Luccio reported that the audit is going smoothly.

d. Vacancies – Maintenance is working on 32 Lovering Heights and will have 9C Kenney Drive and 106 Maple Lane to renovate.

e. Affordable Housing – Mrs. Slack gave a report on the Community Preservation Committee and information about Question 2 on the ballot about Chapter 40B. The Walker Street property open house is on Sunday, October 17<sup>th</sup> at 2:00. This property was officially added to the affordable housing inventory list.

New Business

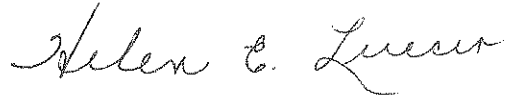
a. BC Stewart & Associates – E.D. Luccio signed the technical assistance contract for fy 2011 contract not to exceed \$6,000.

b. Sick Time Policy – E.D. Luccio said the maintenance men want to be able to donate sick time, but the Authority does not have a policy. She will check with other authorities to find a model policy and if they have a buy back on sick time if an employee retires or terminates.

The November Regular Meeting of the Medway Housing Authority Will be held on November 10, 2010 at the Management Office at 1:00 p.m.

The October 13, 2010 Regular Meeting of the Medway Housing Authority  
Adjourned at 1:50 p.m. upon the motion of Mrs. O'Leary and seconded by  
Mrs. O'Donnell.

Respectfully submitted,

A handwritten signature in cursive script that reads "Helen E. Luccio".

Helen E. Luccio  
Executive Director and  
Secretary

MICHAEL F. MATONDI  
ROBERT D. FERRARI  
MARY C. O'LEARY  
HELEN T. O'DONNELL  
ALISON T. SLACK

HELEN E. LUCCIO  
EXECUTIVE DIRECTOR  
AND SECRETARY

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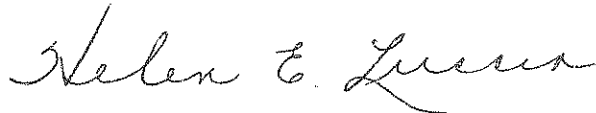
NOTICE OF REGULAR MEETING

OF THE

MEDWAY HOUSING AUTHORITY

The Regular Meeting of the Medway Housing Authority will be held at  
the Management Office at Mahan Circle, Medway, Massachusetts on  
November 10, 2010 at 1:00 p.m.

Sincerely,



Helen E. Luccio  
Executive Director

FOR MINUTE BOOK

A copy of the NOTICE OF MEETING, pursuant to Section 23A of Chapter 39 of the General Laws, with the CERTIFICATION AS TO SERVICE OF MEETING attached thereto was read and ordered spread upon the Minutes of this meeting and filed for record.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23A of Chapter 39 of the General Laws that a Regular meeting of the Medway Housing Authority will be held at 1:00 p.m. o'clock on November 10, 2010 at the Office of the Authority located at Mahan Circle, Medway, Massachusetts.

11/5/10  
Month    Day    Year

By: Helen E. Luccio  
Title: Executive Director  
Executive Director

CERTIFICATE AS TO SERVICE OF NOTICE OF MEETING  
(Sec. 23A, Chapter 39, General Laws)

I, Helen E. Luccio, the duly appointed, qualified and acting Secretary of the Medway Housing Authority, do hereby certify that on November 5, 2010 I filed, in the manner provided by Sec. 23A, Chapter 39, General Laws, with the Clerk of the Town of Medway, a NOTICE OF MEETING of which the foregoing is a true and correct copy. IN TESTIMONY THEREOF, I have hereunto set my hand and Seal of said Authority this 5th Day of November, 2010.

Helen E. Luccio  
Secretary



## AGENDA

NOVEMBER 10, 2010

1. Meeting to Order 1:00 p.m.
2. Minutes of October 13, 2010 Regular Meeting
3. Bills
4. Old Business
  - a. 2010 Capital Fund Grant – Maple Lane Windows Phase II
  - b. State Audit
  - c. Vacancies
  - d. Affordable Housing
  - e. Other
5. New Business
  - a. Sick Policy - Vote
  - b. Other

MINUTES OF NOVEMBER 10, 2010  
REGULAR MEETING OF THE  
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, November 10, 2010 at the Office of the Authority, Mahan Circle, Medway, Massachusetts at 1:00 p.m. The following members were in attendance: Mr. Matondi, Mr. Ferrari, Mrs. O'Leary and Mrs. Slack. Executive Director Helen Luccio, Assistant Director Sheila Souza and Social Worker Pauline Russo were also in attendance.

Chairman Matondi called the meeting to order and asked the members if any changes were to be made in the minutes that were mailed to them. There being no changes, the minutes of the October 13, 2010 Regular Meeting were approved upon the motion of Mrs. O'Leary and seconded by Mrs. Slack.

Bills

Revolving Account – Fifty-five (55) checks totaling \$73,518.86 were approved upon the motion of Mrs. O'Leary and seconded by Mrs. Slack.

HUD Money Market – One (1) check totaling \$1,467.32 was approved upon the motion of Mrs. O'Leary and seconded by Mrs. Slack. A listing of these checks is attached.

Old Business

a. 2010 Capital Fund Grant - Maple Lane Windows – E.D. Luccio said that Antonelli Construction Co., Inc. is scheduled to start the window replacement project on Monday, November 15<sup>th</sup> and will be finished on Friday, November 19<sup>th</sup>.

b. State Audit – E.D. Luccio reported that the audit is going smoothly.

c. Vacancies – Maintenance is working on 9C Kenney Drive and 106 Maple Lane. E.D. Luccio received an estimate from Kang Associates in the amount of \$21,000 for repairs that have to be done at 106 Maple Lane. She said she might take the unit offline while the work is being done.

Mr. Ferrari arrived at 1:10 p.m.

d. Affordable Housing – Mrs. Slack brought the Board up to date on the Community Preservation Committee.

New Business

a. Sick Leave Policy – The following motion was made by Mrs. Slack and seconded by Mrs. O’Leary. “That the Medway Housing Authority accept the attached Sick Leave Policy as written.”

AYES

Michael F. Matondi  
Robert D. Ferrari  
Mary C. O’Leary  
Alison T. Slack

NAYS

None

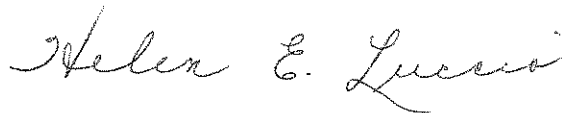
Mr. Ferrari asked E.D. Luccio to check with other Authorities to see what happens to sick leave if an employee retires or terminates.

b. Holiday Hours - Upon the motion of Mrs. Slack and seconded by Mrs. O’Leary, the Board unanimously voted to give E.D. Luccio and her staff the the following days off: Friday, November 26, 2010, Friday, December 24, 2010 and Friday, December 31, 2010.

The December Regular Meeting of the Medway Housing Authority will be held on December 8, 2010 at the Management Office at 1:00 p.m.

The November 10, 2010 Regular Meeting of the Medway Housing Authority Adjourned at 1:34 p.m. upon the motion of Mrs. Slack and seconded by Mr. Ferrari.

Respectfully submitted,



Helen E. Luccio  
Executive Director and  
Secretary

MICHAEL F. MATONDI  
ROBERT D. FERRARI  
MARY C. O'LEARY  
HELEN T. O'DONNELL  
ALISON T. SLACK

HELEN E. LUCCIO  
EXECUTIVE DIRECTOR  
AND SECRETARY

**MEDWAY HOUSING AUTHORITY**

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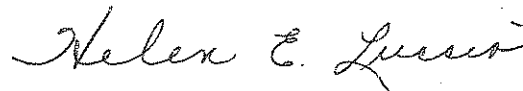
NOTICE OF REGULAR MEETING

OF THE

MEDWAY HOUSING AUTHORITY

The Regular Meeting of the Medway Housing Authority will be held at  
the Management Office at Mahan Circle, Medway, Massachusetts on  
December 8, 2010 at 1:00 p.m.

Sincerely,



Helen E. Luccio  
Executive Director

FOR MINUTE BOOK

A copy of the NOTICE OF MEETING, pursuant to Section 23A of Chapter 39 of the General Laws, with the CERTIFICATION AS TO SERVICE OF MEETING attached thereto was read and ordered spread upon the Minutes of this meeting and filed for record.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23A of Chapter 39 of the General Laws that a Regular meeting of the Medway Housing Authority will be held at 1:00 p.m. o'clock on December 8, 2010 at the Office of the Authority located at Mahan Circle, Medway, Massachusetts.

12/2/10  
Month Day Year

By: Helen E. Luccio  
Title: Executive Director  
Executive Director

CERTIFICATE AS TO SERVICE OF NOTICE OF MEETING  
(Sec. 23A, Chapter 39, General Laws)

I, Helen E. Luccio, the duly appointed, qualified and acting Secretary of the Medway Housing Authority, do hereby certify that on December 2, 2010 I filed, in the manner provided by Sec. 23A, Chapter 39, General Laws, with the Clerk of the Town of Medway, a NOTICE OF MEETING of which the foregoing is a true and correct copy. IN TESTIMONY THEREOF, I have hereunto set my hand and Seal of said Authority this 2nd Day of December, 2010.

Helen E. Luccio  
Secretary

## AGENDA

DECEMBER 8, 2010

1. Meeting to Order 1:00 p.m.
2. Minutes of November 10, 2010
3. Bills
4. Old Business
  - a. 2010 Capital Fund Grant – Maple Lane Windows
  - b. Sick Leave Policy
  - c. Vacancies
  - d. Affordable Housing
  - e. Other
5. New Business
  - a. Contract for State-Aided Capital Improvement Program
  - b. Annual Rent Review – Kenney Drive & Lovering Heights
  - c. Other

MINUTES OF DECEMBER 8, 2010  
REGULAR MEETING OF THE  
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, December 8, 2010 at the Office of the Authority, Mahan Circle, Medway, Massachusetts at 1:00 p.m. The following members were in attendance: Mr. Matondi, Mr. Ferrari, Mrs. O'Leary, Mrs. O'Donnell and Mrs. Slack. Executive Director Helen Luccio, Assistant Director Sheila Souza and Social Worker Pauline Russo were also in attendance.

Chairman Matondi called the meeting to order and asked the members if any changes were to be made in the minutes that were mailed to them. There being no changes, the minutes of the November 10, 2010 Regular Meeting were approved upon the motion of Mrs. O'Leary and seconded by Mrs. O'Donnell.

Bills

Revolving Account – Forty-eight (48) checks totaling \$75,751.74 were approved upon the motion of Mrs. O'Donnell and seconded by Mrs. Slack.

HUD Checking Account – Three (3) checks totaling \$68,753.43 were approved upon the motion of Mrs. O'Donnell and seconded by Mrs. Slack.

A listing of these checks is attached.

Old Business

a. 2010 Capital Fund Grant – E.D. Luccio informed the Board that Phase 2 of the window replacement project at Maple Lane is completed. Final payment will be made after Kang Associates reviews the punch list items with Antonelli Construction.

b. Sick Leave Policy – E.D. Luccio said she contacted some authorities about the buy back of accrued sick leave if an employee retires or terminates. The average cap on sick leave is \$2,000. She will check with Larry DelVecchio to see how funds would be budgeted.

c. Vacancies – Maintenance completed 9C Kenney Drive and is working on 106 Maple Lane .

d. Affordable Housing – Mrs. Slack updated the Board on the Affordable Housing Trust Action Plan, Williamsburg Development and the Community Preservation Committee.

Mr. Ferrari arrived at 1:20 p.m.

New Business

a. Contract for State-Aided Capital Improvement Program – The fiscal year 2012 Work Plan in the amount of \$144,750 for all state developments was discussed. The vote is attached.

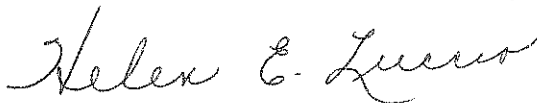
b. 667 Annual Rent Review – The office is in the process of preparing the folders for the April 1<sup>st</sup> review for Kenney Drive and Lovering Heights tenants. E.D. Luccio said there is no increase in Social Security, but medical expenses have increased.

c. Other – Mr. Ferrari mentioned that in the next ten years there will be a 20% increase in senior housing and the Authority should start preparing a study on what options will be available for seniors and the needs of the MHA. E.D. Luccio will ask Bernie Stewart to meet with the Board to discuss performing a needs analysis.

The January Meeting of the Medway Housing Authority will be held on January 12, 2011 at the Management Office at 1:00 p.m.

After wishing each other a happy holiday, the December 8, 2010 Regular Meeting of the Medway Housing Authority adjourned at 1:50 p.m. upon the Motion of Mrs. Slack and seconded by Mrs. O'Donnell.

Respectfully submitted,

A handwritten signature in cursive script, reading "Helen E. Luccio".

Helen E. Luccio  
Executive Director and  
Secretary



MICHAEL F. MATONDI  
ROBERT D. FERRARI  
MARY C. O'LEARY  
HELEN T. O'DONNELL  
ALISON T. SLACK

HELEN E. LUCCIO  
EXECUTIVE DIRECTOR  
AND SECRETARY

**MEDWAY HOUSING AUTHORITY**

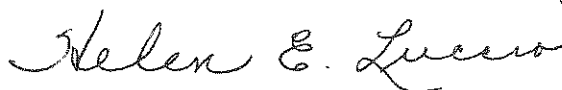
600 MAHAN CIRCLE  
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TEL. (508) 533-2434  
FAX (508) 533-3402

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JUL 29 2010  
TOWN CLERK

NOTICE OF SPECIAL MEETING  
OF THE  
MEDWAY HOUSING AUTHORITY

A Special Meeting of the Medway Housing Authority will be held at the Management Office at Mahan Circle, Medway, Massachusetts on August 4, 2010 at 11:00 a.m. to approve the Management Assessment Subsystem (MASS) Certification for the fiscal year ending June 30, 2010 and to discuss any other pertinent business.

Sincerely,



Helen E. Luccio  
Executive Director

MINUTES OF AUGUST 4, 2010  
SPECIAL MEETING OF THE  
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Special Meeting on Wednesday, August 4, 2010 at the Office of the Authority, Mahan Circle, Medway, Massachusetts at 11:00 a.m. to approve the Management Assessment Subsystem (MASS) Certification. The following members were in attendance: Mrs. O'Leary, Mrs. O'Donnell, Mr. Matondi and Mr. Ferrari. Executive Director Helen Luccio and Assistant Director Sheila Souza were also in attendance.

Chairman Matondi called the meeting to order and asked the members if any changes were to be made in the minutes that were mailed to them. There being no changes, the minutes of the June 16, 2010 Annual Meeting were approved upon the motion of Mrs. O'Leary and seconded by Mrs. O'Donnell. The minutes of the June 23, 2010 Special Meeting were approved upon the motion of Mrs. O'Leary and seconded by Mrs. O'Donnell.

The Management Assessment Subsystem (Mass) Certification for the fiscal year ending June 30, 2010 was reviewed and discussed. The attached Resolution No. 10 was approved upon the motion of Mrs. O'Leary and seconded by Mrs. O'Donnell. The vote was as follows:

AYES

Michael F. Matondi  
Mary C. O'Leary  
Helen T. O'Donnell

NAYS

None

E.D. Luccio said the assessment and certification statement will be submitted electronically to HUD.

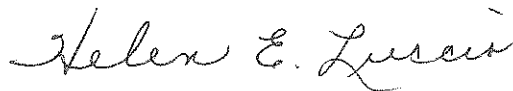
At 11:05 Mr. Ferrari arrived and was brought up to date on what was discussed.

A copy of the attached letter from Fire Chief Trufant regarding the number of calls for burned food at Lovering Heights was given to the Board Members. The Board of Selectmen asked if the Authority can make the system less sensitive. The Board Members instructed E.D. Luccio to send a letter to the Fire Chief explaining that the system we had installed at Lovering Heights back in 2004 was thoroughly discussed and approved by the previous fire chief.

The September Regular Meeting of the Medway Housing Authority will be held on September 8, 2010 at the Management Office at 1:00 p.m.

The August 4, 2010 Special Meeting of the Medway Housing Authority Adjourned at 11:15 a.m. upon the motion of Mrs. O'Leary and seconded by Mr. Ferrari.

Respectfully submitted,

A handwritten signature in cursive script that reads "Helen E. Luccio".

Helen E. Luccio  
Executive Director and  
Secretary

MICHAEL F. MATONDI  
ROBERT D. FERRARI  
MARY C. O'LEARY  
HELEN T. O'DONNELL  
ALISON T. SLACK

HELEN E. LUCCIO  
EXECUTIVE DIRECTOR  
AND SECRETARY

**MEDWAY HOUSING AUTHORITY**

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SEP 1 - 2010

TOWN CLERK

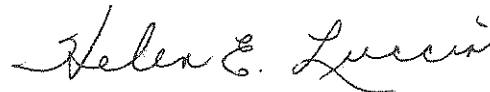
NOTICE OF REGULAR MEETING

OF THE

MEDWAY HOUSING AUTHORITY

The Regular Meeting of the Medway Housing Authority will be held at  
the Management Office at Mahan Circle, Medway, Massachusetts on  
September 8, 2010 at 1:00 p.m.

Sincerely,



Helen E. Luccio  
Executive Director

## AGENDA

SEPTEMBER 8, 2010

1. Meeting to Order 1:00 p.m.
2. Minutes of August 4, 2010 Special Meeting
3. Bills
4. Old Business
  - a. 2009 Capital Fund Recovery Grant – ARRA
  - b. 2009 Capital Fund Grant – Maple Lane Windows
  - c. 2010 Capital Fund Grant – Maple Lane Windows Phase II
  - d. Vacancies
  - e. Affordable Housing
  - f. Other
5. New Business
  - a. State Budget Guidelines
  - b. 4 Bedroom HUD Waiting List
  - c. Quarterly Operating Statements
  - d. Other

FOR MINUTE BOOK

A copy of the NOTICE OF MEETING, pursuant to Section 23A of Chapter 39 of the General Laws, with the CERTIFICATION AS TO SERVICE OF MEETING attached thereto was read and ordered spread upon the Minutes of this meeting and filed for record.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23A of Chapter 39 of the General Laws that a Regular meeting of the Medway Housing Authority will be held at 1:00 p.m. o'clock on September 8, 2010 at the Office of the Authority located at Mahan Circle, Medway, Massachusetts.

09/01/10  
Month Day Year

By: Helen E. Luccio  
Title: Executive Director  
Executive Director

CERTIFICATE AS TO SERVICE OF NOTICE OF MEETING  
(Sec. 23A, Chapter 39, General Laws)

I, Helen E. Luccio, the duly appointed, qualified and acting Secretary of the Medway Housing Authority, do hereby certify that on September 1, 2010 I filed, in the manner provided by Sec. 23A, Chapter 39, General Laws, with the Clerk of the Town of Medway, a NOTICE OF MEETING of which the foregoing is a true and correct copy. IN TESTIMONY THEREOF, I have hereunto set my hand and Seal of said Authority this 1st Day of September, 2010.

Helen E. Luccio  
Secretary

MINUTES OF SEPTEMBER 8, 2010  
REGULAR MEETING OF THE  
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, September 8, 2010 at the Office of the Authority, Mahan Circle, Medway, Massachusetts at 1:00 p.m. The following members were in attendance: Mrs. O'Donnell, Mrs. Slack and Mr. Matondi. Executive Director Helen Luccio and Assistant Director Sheila Souza were also in attendance.

Chairman Matondi called the meeting to order and asked the members if any changes were to be made in the minutes that were mailed to them. There being no changes, the minutes of the August 4, 2010 Special Meeting were approved upon the motion of Mrs. O'Donnell and seconded by Mrs. Slack.

Bills

Revolving Account – One hundred sixty-nine (169) checks totaling \$336,185.46 were approved upon the motion of Mrs. O'Donnell and seconded by Mrs. Slack.

HUD Checking Account – Seven (7) checks totaling \$99,781.00 were approved upon the motion of Mrs. O'Donnell and seconded by Mrs. Slack.

167-1 Account – One (1) check totaling \$865.20 was approved upon the motion of Mrs. O'Donnell and seconded by Mrs. Slack.

689 Account – One (1) check totaling \$324.45 was approved upon the motion of Mrs. O'Donnell and seconded by Mrs. Slack.

A listing of these checks is attached.

Old Business

a. Capital Fund Grants – ARRA & 09 - E.D. Luccio said that the funds left over from the ARRA and 09 grants will be used for the Phase II window replacement project at Maple Lane.

b. 2010 Capital Fund Grant - Kang Associates is preparing the general contractor invitation to bid and specifications for the window replacement project.

c. Vacancies – Maintenance has the following apartments to renovate: 108, 214 and 308 Mahan Circle; 32 and 42 Lovering Heights; 12A Kenney Drive.

d. Affordable Housing – Mrs. Slack reported that Consultant Jennifer Goldson and her Associate Beth Rust are working on a budget and five year plan. They conducted a series of interviews with different committees and held a workshop in July attended by 30 people. They presented a draft in August and prepared a set of bylaws for the Affordable Housing Trust. The Walker Street property should be completed at the end of the month. The Affordable Housing Committee meets tonight at 7:00.

### New Business

a. State Audit – E.D. Luccio was notified that the audit will start the week of September 13, 2010 for the period May 1, 2008 to June 30, 2010.

b. State Budgets – E.D. Luccio said the budget guidelines are out with a 0% increase of the allowable non-utility expense level. Larry Delvecchio will have the budgets prepared for the October meeting.

c. 4 Bedroom Waiting List Maple Lane – E.D. Luccio said the list opened on September 7<sup>th</sup> and will remain open until September 17, 2010.

d. HUD Quarterly Operating Statements – The Board acknowledged receiving a copy of the reports for the quarter ending 6/30/10.

e. State Income Limits – The Authority received the new Net Income Limits for admission by household size for State-Aided Housing effective August 1, 2010 and voted to accept them. A copy of the vote is attached.

f. Capital Needs Assessment – E.D. Luccio said that Ed Vitagliano from Bernie Stewart's office visited Mahan Circle and Maple Lane to obtain information for the HUD Assessment. He should have the report completed at the end of October.



g. Other

Fee Accountant Contract – The following motion was made by Mrs. Slack and seconded by Mrs. O'Donnell.

“To accept the three (3) year contract for Accounting Services with Lawrence DelVecchio. The vote was as follows:

AYES

Michael F. Matondi  
Helen T. O'Donnell  
Alison T. Slack

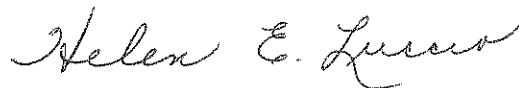
NAYS

None

The October Regular Meeting of the Medway Housing Authority will be held on October 13, 2010 at the Management Office at 1:00 p.m.

The September 8, 2010 Regular Meeting of the Medway Housing Authority Adjourned at 1:33 p.m. upon the motion of Mrs. Slack and seconded by Mrs. O'Donnell.

Respectfully submitted,



Helen E. Luccio  
Executive Director and  
Secretary