

A regular meeting of the Duxbury Housing Authority was held on Wednesday January 11, 2023 at 10:00am. The following were in attendance:

Pauline Flynn, Vice-Chair  
Maxene Benevides, Treasurer/Tenant Board Member  
Bri Leing, Chair  
Bertram Walters, Commissioner

**Also Present:**

Dede Riendeau, Executive Director  
Chris Plourde, Assistant Executive Director  
Greg McGowan, Facilities & Modernization Manager

**Absent:**

None

**Public Comment**

None

**Minutes:**

On a motion made by Pauline Flynn and seconded by Bert Walters, the Board voted 4-0 to approve the regular meeting minutes of November.

**Facilities Update:**

Greg updated the board on existing and upcoming projects. He reported that there was nothing to vote on at this time.

**Capital & Annual Plan:**

On a motion made by Pauline Flynn and seconded by Bert Walters, the board voted 4-0 to approve the Capital Plan.

On a motion made by Pauline Flynn and seconded by Bert Walters, the board voted 4-0 to approve the Annual Plan.

**CFA Paving 400-1 ARPA-**

On a motion made by Pauline Flynn and seconded by Max Benevides, the board voted 4-0 to approve the amendment in the amount of \$89,508.

**CFA 500-1-**

On a motion made by Pauline Flynn and seconded by Bert Walters, the board voted 4-0 to approve the FY2025 amendment in the amount of \$89,508.

**Old Business/New Business:**

**Warrant:**

On a motion made by Pauline Flynn and seconded by Bert Walters, the Board voted 4-0 to pay the bills for November.

On a motion made by Pauline Flynn and seconded by Bert Walters, the Board voted 4-0 to pay the bills for December.

The board discussed Max's role as the treasurer. She is not comfortable holding this title. The board agreed to have an election of officers at the next meeting. Dede discussed the electronic signatures as well as check signing. On a motion made by Pauline Flynn and seconded by Bert Walters, the board voted 4-0 to approve the electronic signatures with Nicole Leing and Pauline Flynn's signatures.

Adjournment:

On a motion made by Pauline Flynn and seconded by Max Benevides, the Board voted 4-0 to end the meeting. The meeting adjourned at 11:00am

A true record

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