Walpole Housing Authority
Regular Meeting Minutes
October 7, 2025

I. Call to Order

The meeting was held in the Community Room, 8 Diamond Pond Terrace, and was called to order by Chairperson Judith Conroy at 6:00 pm.

PRESENT: Judith Conroy
Thomas White
James Delaney
Brian Lebel
Peter Betro

ALSO PRESENT: Monique Bergeron, Executive Director

II. Minutes of the September 4, 2025 Regular Meeting Minutes were reviewed.

- **Motion:** By James Delaney to approve the Minutes of the September 4, 2025 Regular & Annual Meeting Minutes.

A. **Seconded:** By Brian Lebel.

- **Voted: 5-0-0:** To approve the Minutes of the September 4, 2025 Regular Meeting Minutes.

III. Financial Reports/Bills for Payment August 2025

- **Motion**: made by Peter Betro to approve the August 2025 Financial Report/Bills for Payment as presented
- **Seconded**: By James Delaney.
- **Voted: 5-0-0** To approve the August 2025 Financial Report/Bills for Payment as presented.

IV. New Business

A. Resolution 2025-23 Project #314073 667-2 Chimney Cap Replacement – Award Contract

- **Motion:** By Peter Betro to approve 2025-23 Project #314073 667-2 Chimney Cap Replacement – Award Contract
- **Seconded:** By James Delaney.
- **Voted: 5-0-0: To approve 2025-23 Project #314073 667-2 Chimney Cap Replacement – Award Contract**

B. Resolution 2025-24 2025-20226 HCV Utility Allowance Schedule

- **Motion:** By James Delaney to approve 2025-241 HCV Utility Allowance Schedule
- **Seconded:** By Pete Betro.

- **Voted: 5-0-0:** To approve 2025-19 HCV Utility Allowance Schedule

C. Resolution 2025-25 Affirmative Action Plan

- **Motion:** By Brian Lebel to approve 2025-25 Affirmative Action Plan
- **Seconded:** By Peter Betro.
- **Voted: 5-0-0:** To approve 2025-25 Affirmative Action Plan

D. Resolution 2025-26 Earned Sick Time Policy

- **Motion:** By Brian Lebel to approve 2025-26 Earned Sick Time Policy with changes
- **Seconded:** By James Delaney.
- **Voted: 5-0-0:** To approve 2025-26 Earned Sick Time Policy

E. Resolution 2025-27 Personnel Policy

- **Motion:** By James Delaney to approve 2025-27 Personnel Policy with changes
- **Seconded:** By Petro Betro.
- **Voted: 5-0-0:** To approve 2025-27 Personnel Policy

V. Director's Report

Executive Director presented September 2025 Director's Report.

VI. Correspondence

a. PHADA Advocate October 1, 2025
b. October 2025 RSC Calendar
c. HUD Contingency Plan – Shutdown
d. EOHLC Updates 9-2025
e. MassNAHRO Comments – 760 CMR 75 Life Cycle Assessment
f. NSPIRE-V-email-9-10-2025

VII. Next meeting: Tuesday, November 4, 2025

There being no further items to discuss, the following was brought forward:

F. **Motion:** To adjourn made Judith Conroy.
G. **Seconded:** Pete Betro.
H. **Voted: 5-0-0:** To adjourn.