

ASHLAND HOUSING AUTHORITY

59 PARK ROAD

ASHLAND, MA 01821

508-881-2450



February 9th, 2026

The meeting of the Ashland Board of Directors came to order at 5:00pm in the community room of the Ashland Housing Authority.

Roll Call:

Absent:

None

Chairman Richard Maher

Commissioner Jim Neilsen

Commissioner Deb Neilsen

Commissioner Carolyn Beaton

Also Present: Executive Director Candace Avery

Minutes:

Motion to approve the minutes of the December 22nd 2025 meeting as presented by Jim Neilsen

Second by Deb Neilsen

Vote approved Unanimously 4-0

Approval of the Payables:

Motion to approve the payables for the December 2025 – February 2026 in the amount of \$16,564.94 by Jim Neilsen

Second by Carolyn Beaton

Voted Unanimously 4-0

Executive Director's Report:

2 vacant units: this puts the AHA at 5% vacancy rate so we are eligible under the vacancy initiative for the unit turnover costs. ED will submit all information to our HMS at EOHLC for the reimbursement.

Units are all turned over and in process of lease

Work Orders: being done in real time and are up to date along with unit turnovers, inspection repairs, and preventative maintenance. Bill is doing an excellent job. Report provided but additional work orders are in process of entry

Truck: was inspected and failed. ED obtaining quotes for disposal and has reached out to EOHLC for disposition process. Will keep board informed on progress

Springwell RSC doing well and assisting quite a few residents. ED discussed holding a Bingo day. ED will also hold tenant meeting to introduce her possibly at the spring tenant event.

Accountant reports: unavailable but will be provided at next meeting.

Board suggested moving regular monthly meeting to 4:30pm permanently moving forward.

New Hire Ali Cleveland doing great and picking up on training very well.

Motion to approve ED Report by Jim Neilsen

Second by Deb Neilsen

Vote approved Unanimously 4-0

Old Business:

Policy Updates:

Press Policy: Commissioners decline approval of Press Policy

Net Metering Host contract update: All going well and continue to receive 10% savings monthly. Once projects for the contract are up and running the additional funding discussed will be distributed to the AHA.

Motion to approve Old Business by Jim Neilsen

Second by Deb Neilsen

Vote Unanimous 4-0

New Business:

PMR Report: Report provided to board for review. Discussion held and any findings discussed. ED confirmed that she has finalized all fixed items and provided response for close out to EOHLC. AHA passed audit, however it could have been much better and all items with findings are being reviewed and training provided to Ali so that they are not repeated next year. Board certifications need to be completed by everyone. There is a new link, which is provided to the board and all members are being given until March 3rd by EOHLC to complete. Once completed please forward final certification to ED.

Motion to approve PMR as presented by Jim Neilsen

Second by Deb Neilsen

Vote Unanimous: 4-0

Motion to approve New Business by Jim Neilsen

Second by Deb Neilsen

Vote Unanimous 4-0

Tenant Open Forum: none

Adjournment:

Motion to Adjourn at 6:01pm by Jim Neilsen

Second by Deb Neilsen

Vote Unanimous 4-0

Materials Provided:

Agenda

Minutes

Payables

PMR

Policies: Press Policy