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**To:** All Staff Members  
**From:** Thomas G. Thibeault, Executive Director  
**Date:** 6/7/2021  
**Re:** Notes from the May Board Meeting

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At the Regular Meeting of May 27, 2021, the Board of Commissioners took the following action:

1. Approved the Minutes for the Regular Meeting of April 22, 2021;
2. Approved the Bills for the Regular Meeting of May 27, 2021;
3. Received, reviewed and accepted the Executive Director's Report for May 27, 2021; and the Financial Comparatives for the period ending March 31, 2021 and put on file;
4. Accepted with regret the resignation of Margaret McCluskey, Asset Management Clerk effective May10, 2021;we will miss you Mardi and wish you the best;
5. Accepted with regret the resignation of Michael Leary, Maintenance Working Foreman effective July 16, 2021; we will miss you Mike and wish you the best in your retirement;
6. Approved Resolution #2021-02: Declaration of Official Intent of Reimbursement for the Costs Associated with the Design and Development of an Energy Performance Contract;
7. Approved the Substantial Completion of the contract with Glionna Plumbing and Heating Services of Saugus MA for the boiler and domestic hot water replacement at the Ann Ward Congregate House effective April 22, 2021;
8. Approved Change Order #2 for a 201 day no cost time extension to the contract with Jupiter Electric Inc. of Salisbury MA for the fire alarm system replacement at Belair Heights;

9. Approved the Certificate of Completion Consolidated and Certificate of Release to the contract with Jupiter Electric Inc. of Salisbury MA for the fire alarm system replacement at Belair Heights;
10. Appointed Robert Smith of North Easton MA to the position of Maintenance Mechanic Aide effective June 14, 2021;
11. Awarded three year contracts in an amount not to exceed \$150,000 to Solar Tech of Readville MA and CAM Construction of Smithville RI for on call general HVAC maintenance and repairs.