

**SMITHFIELD HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
FEBRUARY 11, 2026  
4:00 P.M. GREENVILLE MANOR COMMUNITY  
ROOM  
7 CHURCH STREET  
GREENVILLE, RI 02828**

- I. Call to Order
- II. Approval of Minutes of the January 7, 2026 Regular Meeting
- III. Review and Approval of the Check Register January 2026
- IV. Review of Financials (through January)
- V. Executive Director Report
- VI. New Business:
  - a. Feeney Pinkerton SHA Contract extension proposal.
- VII. Resident Comments and/or Questions
- VIII. Motion to Adjourn to Executive Session to discuss personnel matters and not to return to regular session.

# Summary of Smithfield Housing Board of Commissioners Meeting Minutes

Wednesday, January 07, 2026 4:00 p.m.

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- i. **Call to order- 4:00 pm**
- ii. **Approval of Minutes for from December 3, 2025 meeting.**
  - a. Motion made by Resident Commissioner Bowry to accept the minutes
  - b. Motion seconded by Commissioner Gerlach
  - c. Motion carries 4-0
- iii. **Review and approval of the check registers for the month of December 2025**
  - a. Joane questioned a transaction which was entered and removed, it was due to a vendor charging the wrong site in error.
  - b. Signature sheet sent around and signed
  - c. Motion made by Resident Commissioner Bowry to accept
  - d. Motion seconded by Vice Chair Penswick
  - e. Motion carries 4-0
- iv. **Resident comments suggested first. Continued meeting with resident comments to continue for end of meeting.**
- v. **Review and approval of Financials thru December**
  - a. Financial report for the **12 months ended 2025** was presented from PHA web and is not final.
  - b. Accountant Lynn will be onsite **next Tuesday** to work on year-end; fiscal close is not immediate on Dec 31.
  - c. Board approved the paid transaction report (motion by **Barbara**; seconded by **Kathy**; ayes carried).
  - d. Capital fund revenue for **2025** was not posted in the report; **\$150,000** expected would remove the negative balance; EPIC submissions were prepared for 2025.
  - e. Public hearing set for **20th** at **10:00 a.m.** on the five-year action plan; HUD will be notified of comments;
  - f. Operating statements and tenant/bill entries are sourced from PHA web and accessible to fee accountants;
  - g. Motion made by Resident Commissioner Bowry to accept
  - h. Motion seconded by Commissioner Gerlach
  - i. Motion Carries 4-0
- vi. **Executive Director Report**
  - a. No vacancies.
  - b. On-call monitoring at Greenville Manor reported: as of **Dec 3, 5** after-hours calls; Butch responded to lockouts, a fridge call, and snow removal on **Dec 27**; stipend set at **\$100** and is being monitored; overtime is paid when called out.
  - c. RI DEM generator inventory for **2023** and **2024** was missing; forms completed with generator contractor assistance and submitted before the deadline.
  - d. Proposed **4%** raises for three employees (Butch, Sandra, Elizabeth); raises tabled for this meeting; medical buyout language tabled for January.
  - e. Solar credits for Greenville Manor (Smithfield housing) reduced electric costs; example saved **\$1,400** in one month; bank balance attached.

## **vii. New Business – Election of Officers**

- a. Chair and Vice Chair
- b. Chair Dumouchel is willing to be chair
- c. Motion made by Vice Chair Penswick to nominate Paul Dumouchel for Chair
- d. Motion Seconded by Resident Commissioner Bowry
- e. Motion carries 3-0
- f. Vice Chair Penswick is willing to stay on as Vice Chair
- g. Motion made by Resident Commissioner Bowry to nominate Joane Penswick for Vice Chair
- h. Motion seconded by Commissioner Gerlach
- i. Motion carries 3-0

## **Pay situation, raises & personnel policy**

- a. Executive Director proposed **4%** increase for 3 staff effective **Jan 1**
- b. Personnel policy included longevity bonus starting at **7 years**, paid annually as a lump sum and increasing **1-2%** per year; longevity and proposed raises were budgeted for FY26.
- c. Longevity calculation used year-to-date pay as of **12/31** (previous year), excluding prior longevity, overtime, on-call, and mileage; payout occurred in the first week of January based on prior-year earnings.
- d. Performance reviews do not appear to be consistent and raises of 3% were pretty standard. Mass guidelines for FY 26 allowed 4% increase for admin and 4.5% for maintenance and no raises for Exec. Directors.
- e. Motion made by Board Chair Dumouchel to approve 4% and look at policy going forward.
- f. Vice Chair Penswick asked to table raises until next meeting.
- g. Motion made by Resident Commissioner Bowry to table raises until next meeting
- h. Motion seconded by Commissioner Gerlach
- i. Board Chair Dumouchel voted no
- j. Motion passes 3-1

## **Resident comments & maintenance items**

- a. **2026 budget** was approved last month; vote on staff raises has not been approved.
- b. Administrative costs are already included in the operating budget; residents requested the
  - a. **percentage** breakdown (longevity portion) be reported.
- c. Public-housing flat rent details: current flat \$700. There are tenants that pay flat rent; SHA plans to do incremental flat-rent increases of \$100 annually (HUD guidance cited up to 35%), with implementation at families' annual recertifications and at least 90 days' notice (120 days referenced for residents 62+).
- d. Building pet policy: pets prohibited in the community room (service/emotional-assistance animals excepted); resident comments noted allergies and control/behavior concerns.
- e. Facility/operations items: request for basic PA/microphone for hearing-impaired; kitchen finishing issues and gaps requiring contractor review; exterior/interior door near trash sometimes fails to close; tile discoloration around a toilet reported; BALU grant and five-year action plan include kitchen capital work.

## **viii. Motion to adjourn**

- a. Motion made by Board Chair Dumouchel
- b. Motion seconded by Resident Commissioner Bowry
- c. Motion carries 4-0, meeting adjourned 5:05 p.m.

**Smithfield Housing Authority**  
**Vendor Accounting Cash Payment/Receipt Register**  
**Housing Choice Voucher**

Filter Criteria Includes: 1) Program: Housing Choice Voucher 2) Project: Housing Choice Voucher 3) Payment Date: 1/1/2026 to 1/31/2026 4) Financial Period: All  
5) Payments Over: All 6) Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes  
12) Order By: Payment/Receipt Number

**Bank: Citizens Bank, Bank Account: 0013927, GL Account: 111.01**

*Posted Payments*

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
10618	01/28/2026	No	CHK	McCright & Associates, LLC	Voucher HQS	No	\$160.00
						Cleared: 0	\$0.00
						Uncleared: 1	\$160.00
						Total Payments: 1	\$160.00

**Project Summary**  
**Bank: Citizens Bank, Bank Account: 0013927, GL Account: 111.01**

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
Housing Choice Voucher - Housing Choice Voucher	\$160.00	\$0.00
Total:	\$160.00	\$0.00

**Document Type Summary**  
**Bank: Citizens Bank, Bank Account: 0013927, GL Account: 111.01**

<u>Document Type</u>	<u>Count</u>	<u>Amount</u>
Check (CHK)	1	\$160.00
Total:	1	\$160.00

**Transaction Type Summary**  
**Bank: Citizens Bank, Bank Account: 0013927, GL Account: 111.01**

<u>Transaction Type</u>	<u>Count</u>	<u>Amount</u>
Vendor Accounting - Payment	1	\$160.00
<i>Vendor Accounting Total</i>	<i>1</i>	<i>\$160.00</i>
Total:	1	\$160.00

*End of Report*

# Smithfield Housing Authority

## Paid Transactions Report

Filter Criteria Includes: 1) Program(s): Housing Choice Voucher, 2) Period From: 1/1/2026, 3) Period To: 1/1/2026, 4) Period From: 1/1/2026, 5) Account(s): Cash - Voucher - 111.01, 6) Component: All Components

Check Num.	Check Date	Description	Payment Name	Charge Name	GL Account	Amount
<b>Component: HAP</b>						
1012	01/02/2026	HAP	Caroline Beatty	Gagnon, Michelle	97300.01 - HAP Pymts - Regul	\$1,754.00
1013	01/02/2026	HAP	Crescenzo Conti, J	Gagne, Adrian	97300.01 - HAP Pymts - Regul	\$878.00
1013	01/02/2026	HAP	Crescenzo Conti, J	Phillips, Joan	97300.01 - HAP Pymts - Regul	\$617.00
1014	01/02/2026	HAP	Daliah Sutcliffe	Rosales, Jesus	97300.01 - HAP Pymts - Regul	\$908.00
1015	01/02/2026	HAP	Danielle Taylor	Arias, Kelly	97300.01 - HAP Pymts - Regul	\$1,048.00
1016	01/02/2026	HAP	Dolores Horton	Albanese, Jason	97300.01 - HAP Pymts - Regul	\$901.00
1016	01/02/2026	HAP	Dolores Horton	Flynn, Damon	97300.01 - HAP Pymts - Regul	\$1,024.00
1016	01/02/2026	HAP Port In	Dolores Horton	Gaudette, Sandra	97350 - HAP Pymts - Port IN	\$1,319.00
1016	01/02/2026	HAP	Dolores Horton	Simoneau, Sandr	97300.01 - HAP Pymts - Regul	\$1,059.00
1017	01/02/2026	HAP	Edward Tobin	Pinto, Lisa	97300.01 - HAP Pymts - Regul	\$1,279.00
1018	01/02/2026	HAP	Elaine Jenkins	Morenzi, Cheryl	97300.01 - HAP Pymts - Regul	\$1,064.00
1019	01/02/2026	HAP	Georgiaville Village	Velez, Jasmine	97300.01 - HAP Pymts - Regul	\$891.00
1019	01/02/2026	HAP	Georgiaville Village	Sanders, Mary An	97300.01 - HAP Pymts - Regul	\$309.00
1019	01/02/2026	HAP	Georgiaville Village	Pezzullo, Adele	97300.01 - HAP Pymts - Regul	\$952.00
1019	01/02/2026	HAP	Georgiaville Village	Lizotte, Maria	97300.01 - HAP Pymts - Regul	\$986.00
1019	01/02/2026	HAP Port In	Georgiaville Village	Khaykin, Irina	97350 - HAP Pymts - Port IN	\$912.00
1019	01/02/2026	HAP	Georgiaville Village	Kane, Christine	97300.01 - HAP Pymts - Regul	\$576.00
1019	01/02/2026	HAP	Georgiaville Village	Hudson, Cherie	97300.01 - HAP Pymts - Regul	\$1,189.00
1019	01/02/2026	HAP	Georgiaville Village	Fonseca, Ashley	97300.01 - HAP Pymts - Regul	\$952.00
1019	01/02/2026	HAP	Georgiaville Village	Disney, Kathleen	97300.01 - HAP Pymts - Regul	\$673.00
1019	01/02/2026	HAP	Georgiaville Village	Coletta, Stephany	97300.01 - HAP Pymts - Regul	\$680.00
1019	01/02/2026	HAP Port In	Georgiaville Village	Buco, Lindsay	97350 - HAP Pymts - Port IN	\$1,200.00
1020	01/02/2026	HAP	John A. Vivari Jr	Gonzalez, Kimber	97300.01 - HAP Pymts - Regul	\$1,170.00
1021	01/02/2026	HAP	Joseph Botelho	Mayer, Kenneth	97300.01 - HAP Pymts - Regul	\$923.00
1022	01/02/2026	HAP	Joyce Marcotte	Primo, Steffanie	97300.01 - HAP Pymts - Regul	\$1,610.00
1023	01/02/2026	HAP	Katerina Manzi	Thomas, Sonia	97300.01 - HAP Pymts - Regul	\$1,079.00
1024	01/02/2026	HAP	Lyon Property Man	Guareno, Yoskata	97300.01 - HAP Pymts - Regul	\$1,341.00
1024	01/02/2026	HAP	Lyon Property Man	Rivera, Sarah	97300.01 - HAP Pymts - Regul	\$1,942.00
1025	01/02/2026	HAP Port In	Nicholas Giesinger	Tavares, Evelyn	97350 - HAP Pymts - Port IN	\$972.00
1026	01/02/2026	HAP	North County Prop	Turner, Mary	97300.01 - HAP Pymts - Regul	\$465.00
1027	01/02/2026	HAP	NPM Realty, LLC	Andujar, Keyla	97300.01 - HAP Pymts - Regul	\$856.00
1027	01/02/2026	HAP	NPM Realty, LLC	Ostrowski, Stepha	97300.01 - HAP Pymts - Regul	\$2,008.00
1028	01/02/2026	HAP Port In	Robert Selema	Russo, Lauren	97350 - HAP Pymts - Port IN	\$1,206.00
1029	01/02/2026	HAP Port In	Stony Acres LLC	Hann, Richard	97350 - HAP Pymts - Port IN	\$662.00
1030	01/02/2026	HAP	Tracy Medeiros	Morris, Amanda	97300.01 - HAP Pymts - Regul	\$1,854.00
1031	01/02/2026	HAP Utility	Adele Pezzullo	Pezzullo, Adele	97300.01 - HAP Pymts - Regul	\$253.00
1032	01/02/2026	HAP Utility	Ashley Fonseca	Fonseca, Ashley	97300.01 - HAP Pymts - Regul	\$147.00
1033	01/02/2026	HAP Utility	Maria Lizotte	Lizotte, Maria	97300.01 - HAP Pymts - Regul	\$46.00
1033	01/20/2026	HAP Utility	Maria Lizotte	Lizotte, Maria	97300.01 - HAP Pymts - Regul	(\$46.00)
1034	01/02/2026	HAP Utility	Michelle Gagnon	Gagnon, Michelle	97300.01 - HAP Pymts - Regul	\$228.00
10617	01/20/2026	M. Lizotte closed her acct. UA returned t	Maria Lizotte	Lizotte, Maria	97300.01 - HAP Pymts - Regul	\$46.00

Total: \$37,933.00

### Summary by Account

General Ledger Account	Amount
<b>Component: HAP</b>	
97300.01 - HAP Pymts - Regular Vouchers	\$31,662.00
97350 - HAP Pymts - Port IN	\$6,271.00

# Smithfield Housing Authority

## Paid Transactions Report

Filter Criteria Includes: 1) Program(s): Housing Choice Voucher, 2) Period From: 1/1/2026, 3) Period To: 1/1/2026, 4) Period From: 1/1/2026, 5) Account(s): Cash - Voucher - 111.01, 6) Component: All Components

### Summary by Transaction Type

Transaction Type	Transaction Count	Totals
<b>Program: Housing Choice Voucher</b>		
<b>Project: Housing Choice Voucher</b>		
HAP Accounting - HAP	29	\$30,988.00
HAP Accounting - Port-In HAP	6	\$6,271.00
HAP Accounting - Utility	5	\$628.00
HAP Accounting - Adj to Utility	1	\$46.00
<b>Total for Program: Housing Choice Voucher</b>	<b>41</b>	<b>\$37,933.00</b>

*End of Report*

**Smithfield Housing Authority**  
**Operating Statement**  
**One Month Ending 01/31/2026**  
**Program: Housing Choice Voucher      Project: Consolidated**

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>INCOME</b>								
<b>HUD OP GRANT INCOME</b>								
70600.01 Hud Revenue - HAP	37,244.00	0.00	37,244.00	37,244.00	0.00	37,244.00	0.00	37,244.00
<b>TOTAL HUD OP GRANT INCOME</b>	<b>37,244.00</b>	<b>0.00</b>	<b>37,244.00</b>	<b>37,244.00</b>	<b>0.00</b>	<b>37,244.00</b>	<b>0.00</b>	<b>37,244.00</b>
<b>PORT IN INCOME</b>								
71500.01 Other Income - Portable In	6,271.00	0.00	6,271.00	6,271.00	0.00	6,271.00	0.00	6,271.00
71500.02 Portable adm. fee earned	594.00	0.00	594.00	594.00	0.00	594.00	0.00	594.00
<b>TOTAL PORT IN INCOME</b>	<b>6,865.00</b>	<b>0.00</b>	<b>6,865.00</b>	<b>6,865.00</b>	<b>0.00</b>	<b>6,865.00</b>	<b>0.00</b>	<b>6,865.00</b>
<b>TOTAL INCOME</b>	<b>44,109.00</b>	<b>0.00</b>	<b>44,109.00</b>	<b>44,109.00</b>	<b>0.00</b>	<b>44,109.00</b>	<b>0.00</b>	<b>44,109.00</b>
<b>EXPENSES</b>								
<b>ADMINISTRATIVE EXPENSES</b>								
91100 Admin Salaries	1,900.15	0.00	(1,900.15)	1,900.15	0.00	(1,900.15)	0.00	(1,900.15)
91600.01 Office Supplies	40.28	0.00	(40.28)	40.28	0.00	(40.28)	0.00	(40.28)
91600.06 Bank Charges	25.00	0.00	(25.00)	25.00	0.00	(25.00)	0.00	(25.00)
91900.01 Accounting Fees Expense	99.00	0.00	(99.00)	99.00	0.00	(99.00)	0.00	(99.00)
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>2,064.43</b>	<b>0.00</b>	<b>(2,064.43)</b>	<b>2,064.43</b>	<b>0.00</b>	<b>(2,064.43)</b>	<b>0.00</b>	<b>(2,064.43)</b>
<b>EMPLOYEE BENEFITS</b>								
91500.01 Employee Benefit Contributions	2,151.54	0.00	(2,151.54)	2,151.54	0.00	(2,151.54)	0.00	(2,151.54)
91500.10 Payroll Taxes	348.02	0.00	(348.02)	348.02	0.00	(348.02)	0.00	(348.02)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>2,499.56</b>	<b>0.00</b>	<b>(2,499.56)</b>	<b>2,499.56</b>	<b>0.00</b>	<b>(2,499.56)</b>	<b>0.00</b>	<b>(2,499.56)</b>
<b>HAP EXPENSES</b>								
97300.01 HAP Pymts - Regular Vouchers	31,662.00	0.00	(31,662.00)	31,662.00	0.00	(31,662.00)	0.00	(31,662.00)
97350 HAP Pymts - Port IN	6,271.00	0.00	(6,271.00)	6,271.00	0.00	(6,271.00)	0.00	(6,271.00)
<b>TOTAL HAP EXPENSES</b>	<b>37,933.00</b>	<b>0.00</b>	<b>(37,933.00)</b>	<b>37,933.00</b>	<b>0.00</b>	<b>(37,933.00)</b>	<b>0.00</b>	<b>(37,933.00)</b>
<b>TOTAL EXPENSES</b>	<b>42,496.99</b>	<b>0.00</b>	<b>(42,496.99)</b>	<b>42,496.99</b>	<b>0.00</b>	<b>(42,496.99)</b>	<b>0.00</b>	<b>(42,496.99)</b>
<b>SURPLUS</b>	<b>1,612.01</b>	<b>0.00</b>	<b>1,612.01</b>	<b>1,612.01</b>	<b>0.00</b>	<b>1,612.01</b>	<b>0.00</b>	<b>1,612.01</b>

**Smithfield Housing Authority**  
**Vendor Accounting Cash Payment/Receipt Register**  
**Public Housing**

Filter Criteria Includes: 1) Program: Public Housing 2) Project: Public Housing 3) Payment Date: 1/1/2026 to 1/31/2026 4) Financial Period: All 5) Payments Over: All  
6) Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

**Bank: Citizens Bank, Bank Account: 0014338, GL Account: 111.01**

*Posted Payments*

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
11997	01/15/2026	No	VD	Nautilus Solar Energy, LLC	Co. did not receive check & error in	Yes	(\$4,080.21)
12123	01/29/2026	No	VD	Cox Communications	Cox did not rcv. check put a stop py	Yes	(\$257.44)
12126	01/16/2026	No	VD	BJ's Wholesale	New account to be set up instead.	Yes	(\$60.00)
12148	01/15/2026	Yes	CHK	Nautilus Solar Energy, LLC	Invoice for Credits Transferred 5/12/	No	\$3,072.66
12148	01/15/2026	No	VD	Nautilus Solar Energy, LLC	memo credits show on check	Yes	(\$3,072.66)
12148	01/15/2026	No	CHK	Nautilus Solar Energy, LLC	Invoice for Credits Transferred 5/12/	Yes	\$3,072.66
12149	01/15/2026	No	CHK	New England In Touch/A-1 Answ	Service: 11/30-12/29/25	Yes	\$211.26
12150	01/15/2026	No	CHK	B. P. Van Gorden	12/27/25 Snow	Yes	\$1,000.00
12151	01/15/2026	No	CHK	Bay Business Machines, Inc.	Service 9/30-12/30/25	Yes	\$37.77
12152	01/15/2026	No	CHK	Brinks Home Security	OFC: Service 12/2/25 - 1/1/2026	Yes	\$515.80
12153	01/15/2026	No	CHK	Cardmember Service	12/5/25 - 1/4/2026	Yes	\$567.09
12154	01/15/2026	No	CHK	Cox Communications	A- service 12/17/25-1/16/2026	Yes	\$675.36
12155	01/15/2026	No	CHK	Danti & Son Inc.	Bldg. B-Water heater repair left side	No	\$330.00
12156	01/15/2026	No	CHK	Donna M. Conway	Service 12/2/25	Yes	\$140.00
12157	01/15/2026	No	CHK	Greenville Water District	Service: 9/23 - 12/29/25	Yes	\$1,851.47
12158	01/15/2026	No	CHK	Home Depot	12/3, 12/11/25	Yes	\$97.78
12159	01/15/2026	No	CHK	Rhode Island Energy	Service:12/1-12/31/25	Yes	\$5,488.86
12160	01/15/2026	No	CHK	Rocky's ACE Hardware	Vendor Invoice Transactions Dec 25	Yes	\$19.98
12161	01/15/2026	No	CHK	Roger D'Alessio	Mileage: 11/4 - 12/27/2025	Yes	\$119.56
12162	01/15/2026	No	CHK	Sullivan & McLaughlin Companies	Quarterly fire alarm testing	Yes	\$4,748.16
12163	01/15/2026	No	CHK	W.B. Mason	2 office phones	Yes	\$154.64
12164	01/15/2026	No	CHK	B. P. Van Gorden	Snow services: 12/30/25,1/1,1/2/202	Yes	\$1,675.00
12165	01/15/2026	No	CHK	Cox Communications	OFC: 1/2-2/1/25	Yes	\$292.28
12166	01/15/2026	No	CHK	Feeney Pinkerton LLC	Monthly billing:1/2026	Yes	\$990.00
12167	01/15/2026	No	CHK	Phoenix Refrigeration LLC	B201 replaced heat control board	Yes	\$1,208.40
12168	01/15/2026	No	CHK	Smithfield Plumbing & Heating Su	Vendor Invoice Transactions Dec 25	Yes	\$36.43
12169	01/15/2026	No	CHK	W.B. Mason	Vendor Invoice Transactions Dec 25	Yes	\$32.49
12170	01/15/2026	No	CHK	United States Liability Insurance	2/1/26-2/1/27: Policy#PO1550242F	Yes	\$1,688.00
12171	01/15/2026	No	CHK	US Inspection Group	HQS 10/31/25 Greenville Manor	Yes	\$1,615.00
12172	01/15/2026	Yes	CHK	Macintosh Estates	Summit pd. SHA in error reimbursin	No	\$1,106.78
12172	01/15/2026	No	VD	Macintosh Estates	payable to wrong co. Macintosh corr	No	(\$1,106.78)
12173	01/15/2026	No	CHK	Church Street Estate Corp.	Summit pd. SHA in error rmbrsng C	Yes	\$1,106.78

**Smithfield Housing Authority**  
**Vendor Accounting Cash Payment/Receipt Register**  
**Public Housing**

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*Posted Payments*

<i>Doc Num</i>	<i>Payment Date</i>	<i>Voided</i>	<i>Type</i>	<i>Document Recipient</i>	<i>Document Description</i>	<i>Cleared</i>	<i>Amount</i>
12174	01/29/2026	No	CHK	Cox Communications	A	No	\$257.44
Cleared: 28							\$19,874.46
Uncleared: 5							\$3,660.10
Total Payments: 33							\$23,534.56

**Project Summary**

**Bank: Citizens Bank, Bank Account: 0014338, GL Account: 111.01**

<i>Program - Project</i>	<i>Payments</i>	<i>Deposits</i>
Public Housing - Public Housing	\$23,534.56	\$0.00
Total:	\$23,534.56	\$0.00

**Document Type Summary**

**Bank: Citizens Bank, Bank Account: 0014338, GL Account: 111.01**

<i>Document Type</i>	<i>Count</i>	<i>Amount</i>
Void Payment (VD)	5	(\$8,577.09)
Check (CHK)	28	\$32,111.65
Total:	33	\$23,534.56

**Transaction Type Summary**

**Bank: Citizens Bank, Bank Account: 0014338, GL Account: 111.01**

<i>Transaction Type</i>	<i>Count</i>	<i>Amount</i>
Vendor Accounting - Payment	28	\$32,111.65
Vendor Accounting Void	5	(\$8,577.09)
<i>Vendor Accounting Total</i>	33	\$23,534.56
Total:	33	\$23,534.56

*End of Report*

# Smithfield Housing Authority

## Paid Transactions Report

Filter Criteria Includes: 1) Program(s): Public Housing, 2) Period From: 1/1/2026, 3) Period To: 1/1/2026, 4) Period From: 1/1/2026, 5) Account(s): All Accounts, 6) Component: All Components

Check Num.	Check Date	Description	Payment Name	Charge Name	GL Account	Amount
<b>Component: Vendor</b>						
0	01/15/2026	Summit pd. SHA in error reimbursing Ma	Macintosh Estates	Macintosh Estates	147 - Due (to) from Macintosh	\$1,106.78
0	01/15/2026	Summit pd. SHA in error reimbursing Ma	Macintosh Estates	Macintosh Estates	147 - Due (to) from Macintosh	(\$1,106.78)
11997	01/15/2026	Voucher inspection	Nautilus Solar Ene	Nautilus Solar En	93200 - Electricity	(\$3,072.66)
11997	01/15/2026	Invoice for Credits Transferred 6/2025	Nautilus Solar Ene	Nautilus Solar En	93200 - Electricity	(\$1,007.55)
12164	01/15/2026	Snow services: 12/30/25,1/1,1/2/2026	B. P. Van Gorden	B. P. Van Gorden	94300.03 - Snow removal	\$1,225.00
12164	01/15/2026	Services: 1/5, 1/7/26	B. P. Van Gorden	B. P. Van Gorden	94300.03 - Snow removal	\$450.00
12165	01/15/2026	OFC: 1/2-2/1/25	Cox Communicatio	Cox Communicati	91600.02 - Cable/Internet/Pho	\$292.28
12166	01/15/2026	Monthly billing:1/2026	Feeney Pinkerton	Feeney Pinkerton	91900.01 - Accounting	\$891.00
12166	01/15/2026	Monthly billing:1/2026	Feeney Pinkerton	Feeney Pinkerton	91900.01 - Accounting Fees E	\$99.00
12167	01/15/2026	B201 replaced heat control board	Phoenix Refrigerati	Phoenix Refrigera	94300.01 - Trash Pickup	\$1,208.40
12168	01/15/2026	Vendor Invoice Transactions Dec 25	Smithfield Plumbin	Smithfield Plumbi	94200 - Materials	\$36.43
12169	01/15/2026	Vendor Invoice Transactions Dec 25	W.B. Mason	W.B. Mason	91600.01 - Office Supplies	\$32.49
12170	01/15/2026	2/1/26-2/1/27: Policy#PO1550242F	United States Liabi	United States Lia	96100 - Insurance	\$1,688.00
12172	01/15/2026	Summit pd. SHA in error reimbursing Ma	Macintosh Estates	Macintosh Estates	147 - Due (to) from Macintosh	\$1,106.78
12173	01/15/2026	Summit pd. SHA in error rmbrsing CSE	Church Street Esta	Church Street Est	147 - Due (to) from Macintosh	\$1,106.78

Total: \$4,055.95

### Summary by Account

General Ledger Account	Amount
<b>Component: Vendor</b>	
147 - Due (to) from Macintosh	\$2,213.56
93200 - Electricity	(\$4,080.21)
94300.03 - Snow removal	\$1,675.00
91600.02 - Cable/Internet/Phone	\$292.28
91900.01 - Accounting	\$990.00
94300.01 - Trash Pickup	\$1,208.40
94200 - Materials	\$36.43
91600.01 - Office Supplies	\$32.49
96100 - Insurance	\$1,688.00

### Summary by Transaction Type

Transaction Type	Transaction Count	Totals
<b>Program: Public Housing</b>		
<b>Project: Public Housing</b>		
Vendor Accounting - Invoice	12	\$3,956.95
Vendor Accounting - Credit Memo	2	\$0.00
<b>Total for Program: Public Housing</b>	<b>14</b>	<b>\$3,956.95</b>
<b>Program: Housing Choice Voucher</b>		
<b>Project: Housing Choice Voucher</b>		
Vendor Accounting - Invoice	1	\$99.00
<b>Total for Program: Housing Choice Voucher</b>	<b>1</b>	<b>\$99.00</b>

End of Report

**Smithfield Housing Authority**

**Operating Statement**

**One Month Ending 01/31/2026**

**Program: Public Housing      Project: Consolidated**

	<b>Period Amount</b>	<b>Period Budget</b>	<b>Period Variance</b>	<b>YTD Amount</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>
<b>INCOME</b>								
70300 Dwelling Rental Income	28,555.00	28,750.00	(195.00)	28,555.00	28,750.00	(195.00)	345,000.00	(316,445.00)
70400 Tenant Revenue - Excess Utilities	0.00	250.00	(250.00)	0.00	250.00	(250.00)	3,000.00	(3,000.00)
70600 HUD PHA Revenue	10,476.00	11,250.00	(774.00)	10,476.00	11,250.00	(774.00)	135,000.00	(124,524.00)
<b>OTHER INCOME</b>								
71500 Laundry	322.04	291.67	30.37	322.04	291.67	30.37	3,500.00	(3,177.96)
71505 Other Income	0.00	333.33	(333.33)	0.00	333.33	(333.33)	4,000.00	(4,000.00)
<b>TOTAL OTHER INCOME</b>	<b>322.04</b>	<b>625.00</b>	<b>(302.96)</b>	<b>322.04</b>	<b>625.00</b>	<b>(302.96)</b>	<b>7,500.00</b>	<b>(7,177.96)</b>
<b>TOTAL INCOME</b>	<b>39,353.04</b>	<b>40,875.00</b>	<b>(1,521.96)</b>	<b>39,353.04</b>	<b>40,875.00</b>	<b>(1,521.96)</b>	<b>490,500.00</b>	<b>(451,146.96)</b>
<b>EXPENSES</b>								
<b>ADMINISTRATIVE EXPENSES</b>								
91100 Administrative Salaries	8,815.82	10,140.00	1,324.18	8,815.82	10,140.00	1,324.18	121,680.00	112,864.18
91200 Audit Fee	0.00	916.67	916.67	0.00	916.67	916.67	11,000.00	11,000.00
<b>SUNDRY</b>								
91400 Advertising	0.00	41.67	41.67	0.00	41.67	41.67	500.00	500.00
<b>OFFICE</b>								
91600.01 Office Supplies	32.49	333.33	300.84	32.49	333.33	300.84	4,000.00	3,967.51
91600.02 Cable/Internet/Phone	292.28	500.00	207.72	292.28	500.00	207.72	6,000.00	5,707.72
91600.03 Telephone - Wireless	0.00	175.00	175.00	0.00	175.00	175.00	2,100.00	2,100.00
91600.05 Dues and Subscriptions	0.00	83.33	83.33	0.00	83.33	83.33	1,000.00	1,000.00
91600.07 Answering service	0.00	216.67	216.67	0.00	216.67	216.67	2,600.00	2,600.00
91600.08 Computer Services	0.00	83.33	83.33	0.00	83.33	83.33	1,000.00	1,000.00
91600.11 Sundry	0.00	25.00	25.00	0.00	25.00	25.00	300.00	300.00
91600.13 Training	0.00	416.67	416.67	0.00	416.67	416.67	5,000.00	5,000.00
<b>TOTAL OFFICE</b>	<b>324.77</b>	<b>1,833.33</b>	<b>1,508.56</b>	<b>324.77</b>	<b>1,833.33</b>	<b>1,508.56</b>	<b>22,000.00</b>	<b>21,675.23</b>
<b>OTHER</b>								
91900.01 Accounting	891.00	916.67	25.67	891.00	916.67	25.67	11,000.00	10,109.00
91900.02 Payroll Service Fees	284.04	175.00	(109.04)	284.04	175.00	(109.04)	2,100.00	1,815.96
91900.10 Professional Fees - other	0.00	83.33	83.33	0.00	83.33	83.33	1,000.00	1,000.00
<b>TOTAL OTHER</b>	<b>1,175.04</b>	<b>1,175.00</b>	<b>(0.04)</b>	<b>1,175.04</b>	<b>1,175.00</b>	<b>(0.04)</b>	<b>14,100.00</b>	<b>12,924.96</b>
<b>TOTAL SUNDRY</b>	<b>1,499.81</b>	<b>3,050.00</b>	<b>1,550.19</b>	<b>1,499.81</b>	<b>3,050.00</b>	<b>1,550.19</b>	<b>36,600.00</b>	<b>35,100.19</b>
91700 Legal Expense	0.00	41.67	41.67	0.00	41.67	41.67	500.00	500.00
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>10,315.63</b>	<b>14,148.34</b>	<b>3,832.71</b>	<b>10,315.63</b>	<b>14,148.34</b>	<b>3,832.71</b>	<b>169,780.00</b>	<b>159,464.37</b>
<b>EMPLOYEE BENEFITS</b>								
91500.01 Employee Benefit Contributions	6,414.26	750.00	(5,664.26)	6,414.26	750.00	(5,664.26)	9,000.00	2,585.74
91500.05 Health Insurance	0.00	3,666.67	3,666.67	0.00	3,666.67	3,666.67	44,000.00	44,000.00
91500.10 SS/Medicare/Taxes: Payroll	2,475.19	1,200.00	(1,275.19)	2,475.19	1,200.00	(1,275.19)	14,400.00	11,924.81
91500.12 Workers Comp. Payroll	(112.38)	250.00	362.38	(112.38)	250.00	362.38	3,000.00	3,112.38

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
<b>EMPLOYEE BENEFITS</b>								
91500.15 Employer: ERSRI Contribution	510.06	216.67	(293.39)	510.06	216.67	(293.39)	2,600.00	2,089.94
94500 Employee Benefits - Maintenance	6,803.21	508.33	(6,294.88)	6,803.21	508.33	(6,294.88)	6,100.00	(703.21)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>16,090.34</b>	<b>6,591.67</b>	<b>(9,498.67)</b>	<b>16,090.34</b>	<b>6,591.67</b>	<b>(9,498.67)</b>	<b>79,100.00</b>	<b>63,009.66</b>
91800 Travel	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00	1,500.00
<b>TENANT SERVICES</b>								
92400.01 Tenant Services - Other	0.00	20.83	20.83	0.00	20.83	20.83	250.00	250.00
92400.02 Tenants Recreational Services	0.00	83.33	83.33	0.00	83.33	83.33	1,000.00	1,000.00
<b>TOTAL TENANT SERVICES</b>	<b>0.00</b>	<b>104.16</b>	<b>104.16</b>	<b>0.00</b>	<b>104.16</b>	<b>104.16</b>	<b>1,250.00</b>	<b>1,250.00</b>
<b>UTILITIES</b>								
93100 Water	0.00	633.33	633.33	0.00	633.33	633.33	7,600.00	7,600.00
93200 Electricity	0.00	6,383.33	6,383.33	0.00	6,383.33	6,383.33	76,600.00	76,600.00
93600 Sewer	0.00	1,725.00	1,725.00	0.00	1,725.00	1,725.00	20,700.00	20,700.00
<b>TOTAL UTILITIES</b>	<b>0.00</b>	<b>8,741.66</b>	<b>8,741.66</b>	<b>0.00</b>	<b>8,741.66</b>	<b>8,741.66</b>	<b>104,900.00</b>	<b>104,900.00</b>
<b>MAINTENANCE EXPENSES</b>								
94100 Maintenance Salaries	6,361.22	6,309.33	(51.89)	6,361.22	6,309.33	(51.89)	75,712.00	69,350.78
94200 Materials	36.43	729.83	693.40	36.43	729.83	693.40	8,758.00	8,721.57
94300.01 Trash Pickup	1,208.40	166.67	(1,041.73)	1,208.40	166.67	(1,041.73)	2,000.00	791.60
94300.02 Heating and Cooling	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00	1,500.00
94300.03 Snow removal	1,675.00	500.00	(1,175.00)	1,675.00	500.00	(1,175.00)	6,000.00	4,325.00
94300.07 Electrical work	0.00	83.33	83.33	0.00	83.33	83.33	1,000.00	1,000.00
94300.08 Plumbing	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00	1,500.00
94300.09 Pest control	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00	1,500.00
94300.11 Routine Maintenance	0.00	250.00	250.00	0.00	250.00	250.00	3,000.00	3,000.00
94300.12 Misc maint contracts	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00	1,500.00
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>9,281.05</b>	<b>8,539.16</b>	<b>(741.89)</b>	<b>9,281.05</b>	<b>8,539.16</b>	<b>(741.89)</b>	<b>102,470.00</b>	<b>93,188.95</b>
95300 Protective Services - Other	0.00	333.33	333.33	0.00	333.33	333.33	4,000.00	4,000.00
<b>OTHER GENERAL EXPENSES</b>								
96100 Insurance	0.00	2,291.67	2,291.67	0.00	2,291.67	2,291.67	27,500.00	27,500.00
<b>TOTAL OTHER GENERAL EXPENSES</b>	<b>0.00</b>	<b>2,291.67</b>	<b>2,291.67</b>	<b>0.00</b>	<b>2,291.67</b>	<b>2,291.67</b>	<b>27,500.00</b>	<b>27,500.00</b>
<b>TOTAL EXPENSES</b>	<b>35,687.02</b>	<b>40,874.99</b>	<b>5,187.97</b>	<b>35,687.02</b>	<b>40,874.99</b>	<b>5,187.97</b>	<b>490,500.00</b>	<b>454,812.98</b>
<b>SURPLUS</b>	<b>3,666.02</b>	<b>0.01</b>	<b>3,666.01</b>	<b>3,666.02</b>	<b>0.01</b>	<b>3,666.01</b>	<b>0.00</b>	<b>3,666.02</b>

**Smithfield Housing Authority**

**Paid Transaction Report:**

PH Board Approval

Financial Period: 01/2026

X \_\_\_\_\_  
Paul Dumouchel, Chair  
Date

X \_\_\_\_\_  
Joane Penswick, Vice Chair  
Date

X \_\_\_\_\_  
Claudette Kuligowski, Commissioner  
Date

X \_\_\_\_\_  
Barbara Bowry, Resident Commissioner  
Date

X \_\_\_\_\_  
Kathleen Gerlach, Commissioner  
Date

**Executive Director Report: SHA Greenville Manor 2-11-26**

Project Update:

Vacancy: 100% occupied

**Greenville Manor**

- **On Call- Butch: From 1/9-2/3 8 calls came in. He did take a call off duty.**
- Butch saved Macintosh over \$10,000. Our quote to fix a scoring NSPIRE defect is \$10,840. Butch proposed a plan to do it in house. I checked with an NSPIRE expert and it worked out. Outlet covers \$6.48 for 10 covers. 5 used per unit plus maintenance labor is a significant savings for Macintosh.
- **Longevity Payment Policy (tabled for February):**

**F. Longevity**

1. All permanent employees of the Smithfield Housing Authority shall enjoy the following longevity benefit:

<u>Years of Employment</u>	<u>% of Longevity</u>
Completion of 7 Years	5%
Completion of 8 Years	5.5 %
Completion of 9 Years	6 %
Completion of 10 Years	6.5 %
Completion of 11 Years	7 %
Completion of 12 Years	7.5%
Completion of 13 Years	8 %
Completion of 14 Years	8.5 %
Completion of 15 Years	9 %

The percentage amount will go up by one-half percent for each additional year the employee work of the Smithfield Housing Authority. The percentage amount increases are added to the employee's base salary.

- **Medical Buyout: (tabled for February)- current language:**

## **SECTION VI NON-WAGE BENEFITS**

*Benefits Eligibility- Part-time employees who are regularly scheduled to work 25 hours or more per week are eligible for employee benefits, subject to the terms of each individual benefit plan. - Part-time employees who are regularly scheduled to work fewer than 25 hours per week are not eligible for employee benefits.*

### **A. Health Insurance**

The Smithfield Housing Authority shall provide each employee their choice of fully paid medical and hospitalization coverage consisting of Blue Cross Healthmate Coast to Coast or a reasonably equivalent coverage and Delta Dental dental insurance. Employees hired after May 1, 2024 will contribute fifteen percent (15%) of the premiums for medical coverage. The SHA shall offer and the employee shall choose either single or family coverage, which is acceptable as set forth below. If an employee has alternate health care coverage that is acceptable to the SHA and elects not to participate in the SHA's medical insurance plan, the SHA shall provide the employee with a health insurance buyout payment of two thousand dollars (\$2,000) annually on or before December 31<sup>st</sup> of each year. The employee shall have the option to return to the SHA health coverage on the anniversary date of open enrollments for the specific health care provider. Upon retirement from the Smithfield Housing Authority, each employee shall receive paid individual health and dental plan until death or other employment after 25 years of full-time service to the Smithfield Housing Authority.

- **Suggested Language after the first paragraph ending in "forth below".**

*If an employee has alternate health care coverage that is acceptable to the SHA and elects not to participate in the SHA's medical insurance plan, the SHA shall provide the employee with a health insurance buyout payment of two thousand or four thousand dollars (\$2,000 or \$4,000) annually. This payment shall be made on or before December 31<sup>st</sup> of each year. Employees must remain opted out of the SHA's health insurance plan for a full twelve (12) consecutive months to receive the full \$2,000 or \$4,000 buyout. If an employee has opted out for less than twelve (12) months, the buyout amount shall be prorated based on the number of months the employee has been opted out. Part time employees are eligible for \$2,000 and full-time employees are eligible for \$4,000. An employee who elects the buyout option may return to the SHA's health insurance coverage during the annual open enrollment period for the specific health care provider.*

- **Training**

- HCV Rent calculation training February 4.

- **Personnel Policy**

- *There is a section on performance evaluations.*
- *Pg. 3-D Performance Evaluation*

#### **D. Performance Evaluations**

In an effort to gauge and employee's overall contributions to the Agency and its functions, performance evaluations will be conducted in regard to meeting goals, proficiency in performing tasks, efficient use of time and materials, and ability to integrate with the entire agency. Evaluations will be conducted in accordance with job specific criteria. Evaluations will be performed at the discretion of the Executive Director. At the conclusion of an evaluation by the Executive Director, the employee will have an opportunity to write any comments, which he/she may feel, are pertinent. This commentary will be placed in the employee's file.

- **Feeney Pinkerton**
  - Proposal for continued service
- **Financials 2025**
  - Attached and can be used as final.
- **Greenville Manor wait list (suggest to close)**
  - Close Greenville Manor Public Housing- We have an adequate number of applicants on the list.
  - We have 227 applicants on the waiting list.
  - We have 4 units per year that vacate based on 2022-2025 data.
  - We process about 4 applicants for one unit on average (depends)
  - $4 \text{ units} \times 12 \text{ mos.} = 48$
  - $48 \times 4 \text{ applicants to process for one unit} = 192$  (that is how many applicants adequate for Greenville Manor)
- **Budget- % that goes to operating**
  - 2025
    - 38% Salaries
    - 62% for rest of operating
  - 2026
    - 40% Salaries
    - 60% for rest of operating
- **Remaining Kitchens at Greenville Manor**
  - Capital Funds all set for 25, contacted Freeport this week to get started.
- **Capital Funds 26- to get started**

Bank Balances SHA as of 02/02/2026

**Housing Authority**

xxxxxx3927

[+ View Account Details](#)

**\$64,834.91**

Current Available

[📅 View Transactions](#)

**TOWN SMITHFIELD HOUSING AUTHOR...**

xxxxxx4338

[+ View Account Details](#)

**\$3,703.32**

Current Available

[📅 View Transactions](#)

**TOWN OF SMITHFIELD HOUSING AUT...**

xxxxxx4462

[+ View Account Details](#)

**\$21,859.54**

Current Available

[📅 View Transactions](#)

## Smithfield Housing Authority Work Order Complete/Incomplete Report

Program(s): Public Housing

Project(s): Public Housing

Status: All, Status Included: Emergency, Urgent, Routine, Preventive, Vacant, Inspection UPCS, Contract, Inspection Other, Snow,

Employee: Butch D'Alessio, Created From: 1/1/1900, Created Through: 12/31/9999, Completed From: 1/7/2026, Completed Through: 2/5/2026

Work Order By Priority					
Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Urgent	1	0	1	0.00	N/A
Routine	47	0	47	138.06	2.94
Preventive	6	0	6	0.04	0.01
<b>Totals:</b>	<b>54</b>	<b>0</b>	<b>54</b>	<b>138.10</b>	<b>2.56</b>

Work Order By Employee					
Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Butch D'Alessio	54	0	54	138.10	2.56
<b>Totals:</b>	<b>54</b>	<b>0</b>	<b>54</b>	<b>138.10</b>	<b>2.56</b>

W/O #	Priority	Unit Address	Tenant Name	Created Date	Completed Date	Mat.	Labor	Actual	Billed
Program: Public Housing									
Project: Public Housing									
1226	Routine	7 Church St Unit: B108		11/20/2025 02:14 PM	01/09/2026 11:57 AM	\$0.00	\$0.00	\$0.00	\$0.00
1364	Routine	7 Church St Unit: B204		01/02/2026 03:00 PM	01/13/2026 11:21 AM	\$0.00	\$0.00	\$0.00	\$0.00
1368	Routine	7 Church St.		01/05/2026 12:50 PM	01/30/2026 08:45 AM	\$0.00	\$0.00	\$0.00	\$0.00
1370	Routine	7 Church St Unit: B204		01/06/2026 08:25 AM	01/07/2026 09:05 AM	\$0.00	\$0.00	\$0.00	\$0.00
1374	Routine	7 Church St Unit: B103		01/06/2026 10:48 AM	01/07/2026 09:04 AM	\$0.00	\$0.00	\$0.00	\$0.00
1378	Routine	7 Church Street		01/07/2026 12:22 PM	01/07/2026 12:56 PM	\$0.00	\$0.00	\$0.00	\$0.00
1379	Routine	7 Church St Unit: B108		01/07/2026 02:11 PM	01/07/2026 02:56 PM	\$0.00	\$0.00	\$0.00	\$0.00
1380	Routine	7 Church St Unit: C208		01/08/2026 10:55 AM	01/08/2026 11:23 AM	\$0.00	\$0.00	\$0.00	\$0.00
1381	Routine	7 Church St Unit: C208		01/08/2026 11:23 AM	01/09/2026 11:56 AM	\$0.00	\$0.00	\$0.00	\$0.00
1384	Routine	7 Church Street		01/08/2026 02:44 PM	01/09/2026 11:55 AM	\$0.00	\$0.00	\$0.00	\$0.00
1388	Routine	7 Church St Unit: A202		01/12/2026 09:44 AM	01/13/2026 01:09 PM	\$0.00	\$0.00	\$0.00	\$0.00
1393	Routine	7 Church St Unit: B207		01/13/2026 09:42 AM	01/27/2026 01:41 PM	\$0.00	\$0.00	\$0.00	\$0.00
1397	Preventive	7 Church St.		01/13/2026 12:25 PM	01/13/2026 01:17 PM	\$0.00	\$0.00	\$0.00	\$0.00
1408	Routine	7 Church St Unit: B108		01/20/2026 11:50 AM	01/20/2026 12:10 PM	\$0.00	\$0.00	\$0.00	\$0.00
1410	Routine	7 Church St Unit: B206		01/22/2026 07:52 AM	01/22/2026 08:40 AM	\$0.00	\$0.00	\$0.00	\$0.00
1413	Routine	7 Church St Unit: B102		01/22/2026 09:47 AM	01/22/2026 02:10 PM	\$0.00	\$0.00	\$0.00	\$0.00
1416	Routine	7 Church St Unit: A108		01/22/2026 12:38 PM	01/30/2026 01:23 PM	\$0.00	\$0.00	\$0.00	\$0.00
1417	Routine	7 Church St Unit: B103		01/22/2026 01:46 PM	01/22/2026 02:09 PM	\$0.00	\$0.00	\$0.00	\$0.00