

**AMHERST HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**MONDAY AUGUST 16, 2010**  
**JEAN ELDER COMMUNITY ROOM**  
**9 CHESTNUT STREET AMHERST, MA**

Members of the Amherst Housing Authority met in regular session on Monday August 16, 2010 in the community room of Jean Elder House, 9 Chestnut Street, Amherst, MA. The Chair, P. Jessop, called the meeting to order at at 4:30 p.m.

**PRESENT:** P. Bobrowski, J. Haggerty, P. Jessop, C. Kruger, J. Logan

**ABSENT:** None

**ALSO PRESENT:** D. Crabtree, N. Gregg, S.O'Keeffe, N. Schroeder, D. Turgeon, K. Etheridge, R. Plaut Mautner

**AGENDA ADOPTION/CHANGES:** D. Crabtree requested that an extension of the Main Street Management Agreement be added to the agenda. Upon motion of J. Logan, seconded by P. Bobrowski, it was voted to adopt the agenda as amended.

**MINUTES APPROVAL:** J. Logan requested a change in the July 7, 2010 minutes to add the following under Applicant Pre-screening Procedures- J. Logan expressed concerns about tenant rights to appeal adverse information received from Residential Property Professional Company. Upon motion of J. Haggerty, seconded by P. Bobrowski, it was voted to approve the minutes of July 7, 2010 as amended.

**ACCOUNTS PAYABLE:** Upon motion of C. Kruger, seconded by J. Haggerty, it was voted to approve accounts payable checks #21308 dated 5/20/2010 through #21490 dated 7/26/2010, Main Street checks #173 dated 5/20/2010 through #188 dated 7/26/2010 and payroll checks #2417 dated 5/18/2010 through #2501 dated 7/30/2010.

**TENANT CONCERNS: Non Smoking Policy-**N. Schroeder reported that tenant and applicants have been notified of the new policy effective September 1, 2010. **Ann Whalen Apartments-** J. Haggerty notified members that the University of Massachusetts Wellness nursing program will begin its seventh year in September. **Section 8 Voucher Program-**K. Etheridge, a Section 8 voucher holder, stated that she would like to see

improvements in communication concerning the scheduling of Section 8 inspections. D. Crabtree will review the current policy and respond to Ms. Etheridge in writing on behalf of the board.

**POMEROY LANE COOPERATIVE:** R. Plaut Mautner asked the Board to consider managing the Pomeroy Lane Cooperative. The Cooperative is seeking \$2 million in funding from the Department of Housing and Urban Development to refinance the project and to upgrade some building components. Upon motion of J. Logan, seconded by J. Haggerty, it was voted to authorize D. Crabtree to sign a letter of interest in managing the property.

**CONTRACT FOR CAPITAL IMPROVEMENTS STATE AIDED HOUSING PROJECT 008040.** J. Haggerty moved to approve the contract for Capital Improvement in State Aided Housing Project 008040 in the amount of \$662,254 for formula funding for three state fiscal years 2012-2015. P. Bobrowski seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

**SECTION 8 PROGRAM: SEMAP (Section 8 Management Assessment Program):** D. Crabtree distributed a letter from HUD (Housing and Urban Development) that stated that the Authority received 100% rating; Commissioners congratulated the Section 8 team for their good work. **Proposed Fair Market Rents:** D. Crabtree stated that the proposed Fair Market Rents are a 3.7% decrease from those published last year. **Section 8 Portability and Rent Increase Requests:** D. Crabtree stated that the Section 8 Program may experience funding shortfall this calendar year. She stated that Rolling Green Apartments has requested a rent increase for 20 preservation vouchers leases of approximately \$71,000.00 (annualized). Members indicated that the Authority will have to deny the request because of the projected financial shortfall. D. Crabtree also stated that she is denying requests by 3 Section 8 voucher holder families to move to areas with higher cost utilities. Crabtree has contacted HUD to ascertain if additional funding is available.

**RETROACTIVE RENTS/REPAYMENT AGREEMENTS: Section 8 Program and Watson Farms Apartments:** Upon motion of C. Kruger, seconded by J. Logan, it was voted to amend Section 16 and Section 17 of Section 8 Administrative Plan and Section 2 and Section 4 of the Watson Farms lease concerning retroactive rents and repayment agreements.

**COMMUNITY PRESERVATION ACT RESOLUTION:** P. Bobrowski moved to approve that the Amherst Housing Authority hereby confirms its intent to undertake the responsibility to improve, develop and manage the 22 or so units of affordable housing at the family housing facility owned by the Authority at 52-54 Stanley Street, 43,45,47,49 Jenks Street, 8,10,14,16 Market Hill Rd., 95,97 Bridge Street, 57,58,59,60,63,65 Fairfield Street and 5,7,9,11 Olympia Drive for the purpose of creating community housing under the Massachusetts Community Preservation Act pursuant to the vote of the Town of Amherst passed at the Annual Town Meeting on May 12, 2010 (Article 17C); and that such housing project shall be improved, developed and managed by the Authority in accordance with the terms of the grant

agreement between the Town and the Authority relating to such project as an affordable housing project for families of low-income and/or for elderly persons of low income pursuant to G.L. b.121B, §§25-33 and in accordance with such other terms and conditions, not inconsistent therewith, as the Board of Selectmen of the Town may require. J. Logan seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

**LANGUAGE ACCESS PLAN:** Upon motion of P. Bobrowski, seconded by C. Kruger it was voted to approve the Language Access Plan as recommended by D. Crabtree.

**MAIN STREET MANAGEMENT AGREEMENT:** Upon motion of P. Bobrowski, seconded by J. Logan, it was voted to approve an extension of the Management Agreement with Valley Main Street, LLC through December 31, 2010.

**ADJOURN:** Upon motion of J. Haggerty, seconded by P. Bobrowski, it was voted to adjourn the meeting until Monday September 20, 2010 at 4:30 p.m. in the community room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA.