

AMHERST HOUSING AUTHORITY
BOARD OF COMMISSIONERS
SPECIAL MEETING
MONDAY JULY 11, 2011
ANN WHALEN COMMUNITY ROOM
33 KELLOGG AVE., AMHERST, MA

Members of the Amherst Housing Authority met in special session on Monday, July 11 2011 in the community room of the Ann Whalen Apartments, 33 Kellogg Ave. Amherst, MA. The Chair, P. Jessop, called the meeting to order at 4:30 p.m.

PRESENT: P. Jessop, C. Kruger, J. Logan, J. Brooks, P. Bobrowski

ABSENT: None

ALSO PRESENT: D. Crabtree, S. O'Keefee

AGENDA ADOPTION/CHANGES: Upon motion of J. Brooks, seconded by J. Logan, it was voted to adopt the agenda.

ROYAL STEAM HEATER COMPANY:

CERTIFICATE OF SUBSTANTIAL COMPLETION: C. Kruger moved to approve the Certificate of Substantial Completion for the contract with Royal Steam Heater Company. J. Brooks seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

CERTIFICATE OF FINAL COMPLETION: J. Brooks moved to approve the Certificate of Final Completion for the contract with Royal Steam Heater Company. P. Bobrowski seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

POMEROY LANE COOPERATIVE: Management Plan revisions: Upon motion of P. Bobrowski, seconded by J. Brooks, it was voted to approve minor changes in the Management Plan between the Amherst Housing Authority and Pomeroy Lane Cooperative.

EXECUTIVE DIRECTOR SEARCH: Members discussed the process, including the Department of Housing Community Development (DHCD) guidelines for selecting a new Executive Director. They reviewed a draft advertisement, schedule, and screening procedures. A advertisement draft will be sent to the DHCD for review and approval.

ADJOURN: Upon motion of C. Kruger, seconded by J. Brooks, it was voted to adjourn until the next regular meeting on July 25, 2011 at 4:30 p.m. in the community room at Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA.