

AMHERST HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY JULY 16, 2012
ANN WHALEN COMMUNITY ROOM
33 KELLOGG AVE., AMHERST, MA

Members of the Amherst Housing Authority met in regular session on Monday July 16, 2012 in the first floor conference room of Ann Whalen Apartments, 33 Kellogg Ave. Amherst, MA. The chair, C. Kruger, called the meeting to order at 4:50 p.m.

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

ABSENT: L. Quinn, P. Bobrowski

ALSO PRESENT: D. LeDuc, F. Hardee

AGENDA ADOPTION/CHANGES: Upon motion of P. Jessop, seconded by J. Brooks, it was voted to adopt the agenda and move Other Business to the beginning of the agenda. (Unanimous)

OTHER BUSINESS: Attorney Hardee discussed the work she had been doing on the Rolling Green issue. Attorney Hardee discussed the documents and the potential areas where the documents were left to interpretation, and also told the board that she would like to conduct a meeting for the Section 8 participants to discuss what options that they might have. It was determined that a meeting would be held in either late August or early September. Attorney Hardee stated that this meeting would be covered by the previously proposed fee.

MINUTES APPROVAL: Upon motion of P. Jessop, seconded by J. Brooks, it was voted to approve the minutes of the Regular Meeting of June 25, 2012. (Unanimous)

ACCOUNTS PAYABLE WARRANT: Upon motion of J. Brooks, seconded by P. Jessop, it was voted to approve the following accounts payable check #23205 through 23231 dated June 5, 2012 in the amount of \$18,273.49; accounts payable check #23232 through check # 23256 dated June 13, 2012 in the amount of \$12,988.02; accounts payable check #23257 dated June 26, 2012 in the amount of \$304.26; accounts payable check #23258 through 23277 on June 27, 2012 in the amount of \$21,219.44; accounts payable check #23278 through check# 23282 dated June 28, 2012 in the amount of \$125,565.62; Main Street check #350 through check # 351 dated June 5, 2012 in the amount of \$14,744.88; accounts payable check # 352 through check# 353 dated June 13, 2012 in the amount of \$1,960.59; accounts payable check # 354 through check # 355 dated June 27, 2012 in the amount of \$5,937.88; and payroll payments dated June 15, 2012 in the amount of \$16,765.94; and June 30, 2012 in the amount of \$16,927.37. (Unanimous)

UPDATE ON SHIFFER HOUSE: The board reviewed the document, asked for some additional changes, and asked that it be presented again.

TENANT CONCERNS: None reported.

DIRECTOR'S REPORT: D. LeDuc updated the board on the 705 Development Project. The project went to bid with the bids due on August 8th. D. LeDuc and N. Schroeder met with former maintenance supervisor J. Aldrich who will be working with us to advise us on the 705 Phase II project. We have continued to work with the General Contractor (Garland Construction) on punch list items. D. LeDuc continues to work with Hill Engineering on the bidding and advertising of the roof work at Olympia Drive.

Provided an update on the Capital Improvement Projects and the possibility of obtaining a free furnace for the Ann Whalen Building and possibly Sunrise Ave. Provided an update on the software training that was to begin for all staff on July 23rd on the new software system. Provided information on the Open meeting law and recommended changes to ensure compliance.

Also provided an update on MCAD cases; one resolved, and one still on-going.

CHAIR'S REPORT: The Personnel Sub Committee will be doing a 6-month evaluation on D. LeDuc on Friday, July 20th at 10:00 a.m. and any members of the board that wish to put in comments should send them to C. Kruger before the end of the day on July 19, 2012.

ADJOURN: Upon the motion of P. Jessop, and seconded by J. Brooks, it was voted to adjourn until the next regular meeting on Monday, August 27, 2012 at 4:30 p.m. in the community room at Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA. Meeting adjourned at 5:50 p.m.