

AMHERST HOUSING AUTHORITY BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY SEPTEMBER 29, 2014 4:30 P.M.
ANN WHALEN BUILDING 5TH FLOOR COMMUNITY ROOM
33 KELLOGG AVE., AMHERST, MA

Members of the Amherst Housing Authority met in regular session on Monday, September 29, 2014 in the fifth floor community room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA. Board Chair, Paul Bobrowski called the meeting to order at 4:30 p.m.

PRESENT: Commissioners: Paul Bobrowski, Constance Kruger & Peter Jessop, Laura Quinn arrived at 4:34

ABSENT: Judy Brooks

ALSO PRESENT: Denise LeDuc Executive Director, Debbie Turgeon Director of Housing Programs, Alan Root, Paul Vasconcellos, Barbara Steinmetz & Fran Soto, TracyLee Boutilier.

AGENDA ADOPTION/CHANGES: Upon motion by P. Jessop seconded by C. Kruger, it was voted to adopt the agenda. (Unanimous)

MINUTES APPROVAL: Upon motion by C. Kruger seconded by P. Jessop it was voted to adopt the minutes from August 25th, 2014. (Unanimous)

L. Quinn arrived

DHCD CONTRACT AMENDMENTS (TOTAL \$586,755): D. LeDuc went through the various amendments to the 4 projects totaling \$586,755. On a motion from P. Jessop and seconded by L. Quinn it was moved approve the amendments, and a roll call vote was called by chair Bobrowski. Jessop- Aye, Quinn- Aye, Kruger- Aye, Bobrowski- Aye (Unanimous)

PAYMENT STANDARD FOR FFY 15: D. LeDuc explained what options the board had regarding thFFY15 payment standards. This information was also provided in the Executive Director report to the board. Upon a motion by P. Jessop and seconded by L. Quinn, it was voted to leave the current payment standards in effect. (Unanimous) This action will in effect provide Amherst HCV participants with 121% of the current Fair Market Rent for FFY15.

CONTRACT FOR WATSON FARMS UNIT #10: D. LeDuc advised the board that the due date for bid responses on the Watson Farms Unit #10 rehab was on 10/2 and before the contract could be awarded the board would need to approve and or authorize the Executive Director to enter into the contract. Upon a motion by P. Jessop and seconded by C. Kruger the board voted to authorize the Executive Director to enter into a contract for the rehabilitation of unit #10 at Watson Farms, not to exceed \$36,000. (Unanimous)

PUBLIC COMMENT: No public in attendance

ACCOUNTS PAYABLE WARRANT: Upon motion by L. Quinn, seconded by C. Kruger, it was voted to accept the Accounts Payable Warrant as presented for August 2014. (Unanimous)

TENANT CONCERNS: F. Soto complained to board that she received letter from Housing Manager that used the word "mandate" and she felt it was too strong of a word and asked that the board direct staff

to not use this in the future. Ms. Soto also commented that she had concerns over resumes and that personal friends were being hired; she identified a former resident as one of these individuals.

P. Vasconcellos commented that the Ann Whalen Tenant Organization (AWTO) and the AHA have been working cooperatively to generate a Memorandum of Understanding (MOU) and the process was going very well. P. Vasconcellos also mentioned the lack of parking and the issues for health aides who come to assist our residents and hoped that there could be better signage so aides did not get tickets, or if it could be negotiated that a few spaces be set aside for that purpose. C. Kruger mentioned the town forum on parking would be a good place to start.

A. Root stated that he has reviewed the lease with some professionals and would like to board to consider some changes. He would also like a Table of Contents added. D. LeDuc mentioned that the AHA was going to the state (DHCD) lease and it would need to be consistent with the state requirements, which will be reviewed by DHCD and would require their approval. D. LeDuc stated that DHCD will need to approve of the slight change in the language that the AHA was putting in about spouses and partners to be inclusive with MA marriage laws. A. Root state that he is happy with the behaviors that have been occurring since the issue was resolved, even without security.

F. Soto stated that she wanted to see meeting notices done bilingually. D. LeDuc stated she would follow up with what is available through DHCD.

C. Kruger Left meeting 5:00

DHCD LEASE DISCUSSION: D. LeDuc provided a one page document which identified the differences between the DHCD lease and the current lease in effect by the AHA, and identified several areas where the state lease is more informative on both the AHA and tenant obligations; conduct of all household members, guests and personal care attendants; legal use of the premises; requirements for tenant transfers; along with the housing authority obligations and provides more protection for the tenant and the housing authority.

PUBLIC COMMENT: None

REVIEW OF UNIT VACANCIES: There are 7 vacancies, 3 at Pomeroy Lane, 2 at Ann Whalen and 2 at John Nutting awaiting HILAPP rehab. There will be some additional vacancies coming up in the next month at Ann Whalen and we will be asking DHCD for a waiver so we can keep them vacant while we undergo the rehabilitation.

DIRECTORS REPORT: The Executive Director provided a brief recap of the written report as submitted to the Board. D. LeDuc stated that DHCD will be providing each housing authority of our size with \$5,000 towards to cost of creating, updating or rehabbing a website to meet the new DHCD requirements. A budget amendment will need to be done with DHCD to obtain these funds.

CHAIR'S REPORT N/A

OTHER BUSINESS- NOT ANTICIPATED WITHIN 48 HOUR NOTICE: Ms. Quinn stated that she contacted a few website developers and we would need between \$25,000 to \$30,000 to create a new website.

ADJOURN: Upon motion by P. Jessop, seconded by L. Quinn it was voted to adjourn until the next regular meeting of the board on Monday October 27, 2014 at 4:30 in the community room of Ann Whalen Apts., 33 Kellogg Ave., Amherst, MA. Meeting adjourned at 5:37 p.m.