

**AMHERST HOUSING AUTHORITY
AGENDA REGULAR MEETING/ MINUTES
Wednesday January 18, 2017
ANN WHALEN COMMUNITY ROOM, AMHERST, MA**

Members of the Amherst Housing Authority met on **Wednesday, January 18, 2017** in the fifth floor community room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA. Board Chair, Laura Quinn called the meeting to order at **4:30** p.m.

PRESENT: Commissioners: L. Quinn, S. Jefferson, P. Jessop, C. Kruger, T.Boutilier at 4:43

ABSENT: NONE

ALSO PRESENT: D. Turgeon Interim E.D., Pam Parmakian, Interim Director of Housing Programs, *members of the general public and staff members (all did not sign-in but sheet on file)

AGENDA ADOPTION/CHANGES: Adopt or Change
As presented.

Motion made by: P. Jessop

Second: S. Jefferson

Unanimous

NEW BUSINESS:

1. Presentation of DHCD requirements for final selection of Executive Director

L. Quinn presented this is the primary role overseen by the Board. The process to select viable applicants has been a procedure that took 8 months. She then thanked all that participated. She stated that DHCD guidelines were being followed and that if a VOTE were made it would need DHCD approval prior to the contract {being signed} being put into effect.

2. Summary of evaluations

L. Quinn presented in their packets there was a summary of the evaluations that had been submitted by tenants/participants/community members and staff. The two applicants had each been interviewed with: the Board; participants, tenants and community members; staff.

3. Discussion of candidates and review of documentation, including contract & references

L. Quinn asked if the Board would like to make a MOTION or express their opinions. The Board agreed to go around to each Board member and allow them an opportunity to share their thoughts.

C. Kruger: the hiring of the E.D. is the most important role of the Board. She thanked everyone that participated including Emily Neill, the pre-screening committee and all the staff, tenants, and members of the public who participated in the process with professionalism and integrity. She said there are 2 qualified candidates each with experience, skills and leadership. However she is casting her vote for Ms. Turgeon due to her display of leadership in the organization, her continue mission to the AHA and her familiarity with the Mass programs and requirements.

P. Jessop: he said he also wanted to thank the screening committee and community for all their participation. He also said he is casting a vote for Ms. Turgeon because he is very impressed with her extensive knowledge of the programs and Mass guidelines. He felt she had the support of the tenants and program participates and felt she was the superior candidate.

S. Jefferson: said he was thinking about how much Debbie has grown but felt she could benefit from more training- he felt like Ms. Desrosiers had more experience because she had been an Executive Director in the past. He said he was leaning towards Ms. Desrosiers.

T. Boutilier: she said she appreciated the comments, but to her untrained eye, there could have been duplicate surveys submitted. She appreciates Ms. Turgeon’s longevity and recognizes her loyalty. She said Ms. Desrosiers is the best candidate. She said she casts her vote for Ms. Desrosiers because she felt she will bring the organization forward.

L. Quinn: said it was a good search and the process was really good to produce two qualified candidates. She agreed Ms. Desrosiers has good qualities but that she would have a high learning curve in the Mass programs. She also stated that the process showed how important an understanding of diversity is in this community and respecting difference. She said it became really clear that this is not only a time of transition but a time for some healing. She said that as Interim, Ms Turgeon has led very positive change in the organization, that she is calm, no drama and has a great knowledge and understanding of the community. She further stated that Ms. Turgeon is a learner, honest, direct and transparent. She said she therefore casts her vote for Ms. Turgeon.

A spirited dialog and exchange occurred regarding the comments of “duplicate surveys”. The Board members voiced they felt that the surveys were optional, anonymous and each thanked community and staff members for taking the time to fill them out. They further presented that the surveys were informational for the Board. No other Board members felt there were duplicates presented.

After further discussion regarding the process L. Quinn asked if there was a motion.

4. Selection of Executive Director

(v)

Motion: I move that Amherst Housing Authority Board of Commissioners select Debbie Turgeon for the position of Executive Director for 37.50 hours per week at a salary of \$89,214 reflected in a three year contract ending April 1, 2020 to be immediately submitted for approval to the Department of Housing and Community Development (DHCD) and effective immediately, as requirements allow, upon approval by DHCD.

Motion By: P. Jessop

Second: S. Jefferson

T. Boutilier presented she would like to amend the motion to reflect a shorter contract period than 3 years. There was no second. L. Quinn explained the difference was due to Ms Turgeon’s tenure.

VOTE: 4 YAYS- 1 Oppose (T. Boutilier)

D. TURGEON WAS CALLED TO ATTEND THE MEETING. SHE WAS GREETED BY A STANDING OVATION.

5. ACCOUNTS PAYABLE WARRANT

None presented

6. REVIEW OF UNIT VACANCIES:

D. Turgeon presented there is 1 unit at Chestnut Court, the unit is being rehabbed and an applicant is ready to go. 3 units at Jean Elder are undergoing renovations (Waiver is in place). Watson Farms 1 unit and an applicant ready. Stanley Street (705) unit an applicant is being processed. Pomeroy Board has accepted a new applicant to fill the vacancy for February 1st. Ann Whalen renovations will begin in February and has been approved by DHCD.

OTHER BUSINESS- Not Anticipated within 48 hour notice

None presented

ADJOURN: Meeting was adjourned at **5:38 pm**

Motion made by: P. Jessop

Second: S. Jessop

Passed Unanimous

NEXT MEETING DATE: February 22, 2017 at 5PM – agenda

* Materials Included- ED report