

AMHERST HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY MARCH 22, 2010
JEAN ELDER COMMUNITY ROOM
9 CHESTNUT STREET AMHERST, MA

Members of the Amherst Housing Authority met in regular session on Monday March 22, 2010 in the community room of Jean Elder House 9 Chestnut Street, Amherst, MA. The Chair, P. Jessop, called the meeting to order at 3:30 p.m.

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

ABSENT: J. Logan

ALSO PRESENT: D. Crabtree, N. Schroeder, A. Root, D. Turgeon

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

MINUTES APPROVAL: Upon motion of J. Brooks, seconded by J. Haggerty, it was voted, with C. Kruger abstaining, to approve the minutes of February 22, 2010.

ACCOUNTS PAYABLE: Upon motion of J. Haggerty, seconded by J. Brooks, it was voted to approve accounts payable checks #20998-21146 dated 2/4/2010 through 3/15/2010, Main Street checks #154-162 dated 2/4/2010 through 3/11/2010, and payroll checks #2318 through 2374 dated 2/15/2010 through 3/30/2010.

TENANT CONCERNS: Discussion on non smoking policy issues: N. Schroeder reported on the three meetings that were held to discuss non smoking policy. She stated that some tenants stated that they wanted a designated outdoor smoking area. N. Schroeder is recommending that the Board approve a non smoking policy with an exemption for current residents who smoke. She will mail a copy of the proposed policy to all AHA residents before the next discussion on the issue by the Board. **Fair Housing Month activities:** The Board agreed to co sponsor, with the Town's Housing Partnership/Fair Housing Committee an event in honor of Fair Housing month to be held on April 28, 2010. **705 Program:** P. Jessop reported that the Community Preservation Act Committee voted to recommend to Amherst Town Meeting approval of \$350,000. to preserve the 22 705 units owned by the Authority.

CONTRACT APPROVAL-TOWN OF AMHERST-WATSON FARMS BOILER

REPLACEMENT: J. Brooks moved to approve the contract with the Town of Amherst for Community Development Block Grant funds to replace 10 boilers at Watson Farms Apartments and to authorize the Executive Director to sign all documents related to the contract. J. Haggerty seconded the motion which, upon roll call, was approved by a vote of 4 to 0.

FIVE YEAR (2010-2014) AGENCY PLAN REVISION: D. Crabtree recommended that the Board make a minor change in the Five Year Agency Plan by adding the fair housing activities that were accomplished during the prior five year period. Upon motion of J. Brooks, seconded by C. Kruger, it was voted to approve the revision of the Five Year Agency Plan.

FEDERAL PROCUREMENT POLICY: Upon motion of J. Haggerty seconded by J. Brooks, it was voted to approve the Federal Procurement Policy as required by Housing and Urban Development (HUD).

AWARD OF CONTRACT-WINDOW REPLACEMENT 689-2: Upon motion of J. Brooks, seconded by J. Haggerty, it was voted to award the contract for window replacement at the Moreau House (689-2) to the lowest bidder, Healey Associates in the amount of \$16,564.00. The project's architect, Roy S. Brown, recommended approval of the contract.

EXTENSION OF CONTRACT FOR FINANCIAL ASSISTANCE WORK PLAN

1015: Upon motion of J. Brooks, seconded by C. Kruger, it was voted to approve the extension of the Contract for Financial Assistance Work Plan 1015 until 6/30/2011.

FLORENCE SAVINGS BANK FOR AMHERST HOUSING AUTHORITY

ACCOUNTS: J. Haggerty moved to approve the resolution designating Florence Savings Bank for opening and maintaining deposit accounts. J. Brooks seconded the motion which, upon roll call, was approved by a vote of 4 to 0.

MEADOWS CONSTRUCTION –ROOF REPLACEMENT CONTRACT:

Certificate of Substantial Completion: Upon motion of C. Kruger, seconded by J. Brooks, it was voted to approve the Certificate of Substantial Completion effective August 28, 2009 for the contract with Meadows Construction. **Certificate of Final Completion:** Upon motion of J. Brooks, seconded by C. Kruger, it was voted to approve the Certificate of Final Completion for the contract with Meadows Construction.

J.D.RIVET CONSTRUCTION CO.-ROOF REPLACEMENT CONTRACT:

Certificate of Substantial Completion: Upon motion of J. Haggerty, seconded by J. Brooks, it was voted to approve the Certificate of Substantial Completion effective March 17, 2010 for the contract with J.D. Rivet Construction Co.

ADJOURN: Upon motion of J. Brooks, seconded by C. Kruger, it was voted to adjourn the meeting until Monday April 26, 2010 at 4:30 p.m. in the community room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA.