

AMHERST HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY MARCH 28, 2011
JEAN ELDER COMMUNITY ROOM
9 CHESTNUT STREET, AMHERST, MA

Members of the Amherst Housing Authority met in special session on Monday March 28, 2011 in the community room of the Jean Elder House, 9 Chestnut St., Amherst, MA. The Chair, P. Jessop, called the meeting to order at 4:30 p.m.

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

ABSENT: None

ALSO PRESENT: D. Crabtree, G. DePace, D. Turgeon, W. Wolnik

AGENDA ADOPTION/CHANGES: D. Crabtree requested that the Contract Amendment Hill Engineers and Architects be deleted from the agenda. Upon motion of J. Logan, seconded by C. Kruger, it was voted to adopt the agenda as amended.

BUDGET REVIEW AND APPROVAL: G. DePace and D. Crabtree presented the draft budget documents for fiscal year ending 3/31/2012. The state Department of Housing and Community Development has leveled funded budgets for the coming year. The reserve level is projected to be around 35% with \$7,154.00 placed in an operations account. Other programs have a surplus; therefore, there is some flexibility in the ability to increase salaries this year. Because the Authority will begin managing Pomeroy Lane Cooperative effective April 1, 2011. Staffing patterns for both management and maintenance will change.

400-1 PROGRAM FOR FYE 3/31/2012: P. Bobrowski moved that the proposed Operating Budget for State-Aided Chapter 667,705 Housing, of the Amherst Housing Authority, Program Number 400-1 for fiscal year ending 3/31/12 showing Total Revenue of \$688,917.00 and Total Expenses of \$691,417.00 thereby requesting a subsidy of \$166,663.00 be submitted to the Department of Housing and Community Development for its review and approval. J. Logan seconded the motion which, upon roll call, was passed by a vote of 5 to 0.

400-9 PROGRAM FOR FYE 3/31/2012: P. Bobrowski moved that the proposed Operating Budget for State-Aided Chapter 667 Housing, of the Amherst Housing Authority, Program Number 400-9 for fiscal year ending 3/31/12 showing Total Revenue of \$209,200.00 and Total Expenses of \$210,996.00 thereby requesting a subsidy of \$0 be submitted to the Department of

Housing and Community Development for its review and approval. J. Logan seconded the motion which, upon roll call, was passed by a vote of 5 to 0.

689-A PROGRAM FOR FYE 3/31/2012: P. Bobrowski moved that the proposed Operating Budget for State-Aided Chapter elderly Housing, of the Amherst Housing Authority, Program Number 689-2 for fiscal year ending 3/31/12 showing Total Revenue of \$37,790.00. and Total Expenses of \$37,790.00 thereby requesting a subsidy of \$0 be submitted to the Department of Housing and Community Development for its review and approval. J. Logan seconded the motion which, upon roll call, was passed by a vote of 5 to 0.

MRVP PROGRAM FOR FYE 3/31/2012: P. Bobrowski moved that the proposed Operating Budget for State-Aided Chapter Family Housing, of the Amherst Housing Authority, Program Number MRVP for fiscal year ending 3/31/12 showing Total Revenue of \$45,515.00 and Total Expenses of \$43,252.00 thereby requesting a subsidy of \$0 be submitted to the Department of Housing and Community Development for its review and approval. J. Logan seconded the motion which, upon roll call, was passed by a vote of 5 to 0.

85-1 WATSON FARMS FOR FYE 3/31/2012: P. Bobrowski moved to approve the operating budget for Federal-Aided Program 85-1 Watson Farms Apartments for fiscal year ending 3/31/12. J. Logan seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

ACCOUNTS PAYABLE: Upon motion of J. Haggerty, seconded by P. Jessop, it was voted to approve accounts payable checks #21889 dated 1/25/2011 through checks #22073 dated 3/23/2011, Main Street checks #237 dated 1/25/2011 through check #257 dated 3/23/2011, and payroll checks dated 1/30/2011 through 3/30/2011.

MINUTES APPROVAL: Upon motion of J. Logan, seconded by J. Haggerty, it was voted to approve the minutes of the regular meeting on February 28, 2011.

TENANT CONCERNS: J. Haggerty announced that the Wellness Program at Ann Whalen Apartments started an eight week fall prevention program sponsored by Highland Valley Elder Services. D. Crabtree informed members that the Town's Housing Partnership is sponsoring an Affordable Housing Summit for April 14th. W. Wolnik requested that the Section 8 Administrative Plan, Housing Assistance Contract, and the Affordable Housing Restriction be sent to him.

TOWN OF AMHERST-COMMUNITY PRESERVATION ACT (CPA) FUNDING:

Affordable Housing Restriction: J. Haggerty moved to approve the Affordable Housing Restriction with the Town of Amherst for the properties located at 95/97 Bridge Street, 8, 10, 14, 16 Market Hill Road, 43,45,47,49 Jenks Street and 52-54 Stanley Street and to authorize the Executive Director to sign the document on behalf of the Board. P. Bobrowski seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

CPA Grant Agreement: C, Kruger moved to approve the CPA Grant Agreement with the Town of Amherst and to authorize the Executive Director to sign the document on behalf of the Board. P. Bobrowski seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

SECTION 8 ADMINISTRATIVE PLAN: Upon motion of P. Bobrowski, seconded by J. Haggerty, it was voted to amend Section 5 Denial of Assistance to Applicants, #h as follows: The family has engaged in abusive violent behavior to HA personnel or has repeatedly threatened abusive or violent behavior which has been documented by AHA staff and Section 8 Termination of Assistance #w as follows: The family has engaged in abusive violent behavior to HA personnel or has repeatedly threatened abusive or violent behavior which has been documented by AHA staff.

REQUEST TO CLOSING WAITING LIST: Upon motion of P. Bobrowski, seconded by J. Logan, it was voted to close the following waiting lists: Section 8 Project Based, and Watson Farms Apartments. Members requested an update on waiting list status in August or September.

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