

**AMHERST HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**MONDAY AUGUST 27, 2012**  
**ANN WHALEN COMMUNITY ROOM**  
**33 KELLOGG AVE., AMHERST, MA**

Members of the Amherst Housing Authority met in regular session on Monday August 27, 2012 in the fifth floor conference room of Ann Whalen Apartments, 33 Kellogg Ave. Amherst, MA. The chair, C. Kruger, called the meeting to order at 4:34 p.m.

**PRESENT:** P. Jessop, C. Kruger, P. Bobrowski, L. Quinn (Arrived 4:40)

**ABSENT:** J. Brooks

**ALSO PRESENT:** D. LeDuc, D. Zomiek and N. Malloy, N. Schroeder arrived 4:50, left at 4:55, returned at 5:30

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

**MINUTES APPROVAL:** Upon motion of P. Jessop, seconded by C. Kruger, it was voted to approve the minutes of the Regular Meeting of July 16, 2012. (2 yes, 1 abstention)

**ROLLING GREEN UPDATE:** D. Zomiek and N. Malloy provided the board with a copy of the scope of work for Preserving Affordability at Rolling Green that will be done by Nixon Peabody and VIVA Consulting. The town considers this to be Phase 1 of the process. There was a general discussion of strategy and what the town anticipated the process to be. D. Zomiek and N. Malloy asked if C. Kruger and D. LeDuc would be able to sit in on a conference call with the legal firm and consultant to discuss what things they might need from us to move forward. It was agreed that a meeting would be set by the town in early September.

D. Zomiek and N. Malloy left meeting 5:15

**ACCOUNTS PAYABLE WARRANT:** Upon motion of P. Bobrowski, seconded by P. Jessop, it was voted to approve the following accounts payable check #23283 through 233309 dated July 11, 2012 in the amount of \$21,904.27; accounts payable check #23310 through check # 23342 dated July 20, 2012 in the amount of \$65,397.67; accounts payable check #23345 through check # 23351 dated July 30, 2012 in the amount of \$1,065.11; Main Street check #356 through check # 357 dated July 11, 2012 in the amount of \$208.91; accounts payable check # 358 through check# 361 dated July 20, 2012 in the amount of \$8,964.57; and payroll payments dated July 15, 2012 in the amount of \$16,787.86; and July 30, 2012 in the amount of \$16,886.54.  
(Unanimous)

**UPDATE ON SHIFFER HOUSE:** The board asked that a photo of the property and a copy of the property record card be sent to the attorney working on the changes to the deed restriction.

**UNION CONTRACT:** Updated the board that a one-year contract retroactive to April 1, 2012 had been signed by all parties. The maintenance staff will be getting retroactive pay increases based on the contract.

**DHCD WORK ORDER/EMERGENCY GENERATOR:** Upon motion of P. Jessop, seconded by P. Bobrowski, it was voted to authorize the Executive to sign the work order #798, DHCD Project # 008044 for the Emergency Generator Replacement at the Ann Whalen Development. (Unanimous)

**705 REHAB BID:** Upon motion of P. Jessop, seconded by P. Bobrowski, it was voted to authorize the Executive Director to sign a contract for the rehabilitation of the 17 705 units that came in at \$1,011,500.00 with an anticipated Total Development Cost of \$1,268,482.68, which is over the current funding, and authorizing the use of Formula Funding dollars to cover the overage. It is expected that the Executive Director will obtain other funding streams to cover the projects that were originally identified in the Capital Improvement Plan that would have been covered under the Formula Funding. (Unanimous)

**TENANT CONCERNS:** Unit #76 sent in a fax earlier in the day to describe the issues she felt she had with the unit. N. Schroeder provided history on the occupancy of the tenant and what action had been taken on the unit. Upon motion of P. Jessop, seconded by L. Quinn, it was voted to authorize the Executive Director resolve the issue in the best interest of both the tenant and the AHA. (Unanimous) N. Schroeder and D. LeDuc will meet to discuss what will be offered to the tenant.

L. Quinn mentioned zero VOC paint for future use in our buildings, especially when we are dealing with tenants with sensitivities. N. Schroeder will discuss this with maintenance.

**DIRECTOR'S REPORT:** D. LeDuc updated the board on the 705 Development Project and the ongoing process of locating additional funds for the Capital Improvement Projects. N. Schroeder and D. LeDuc are adamantly pursuing WMECO/Berkshire Gas for furnace replacements at no cost to the AHA.

Advised that D. LeDuc made a proposal at a Public Meeting to the CDBG committee for windows and doors at Jean Elder; asked the committee for \$180,000 for this project, which would free up Formula Funding for the 705 Phase II Rehab.

**CHAIR'S REPORT:** Chair's reappointment came in from DHCD and the term has been extended to May 1, 2017.

**ADJOURN:** Upon the motion of P. Jessop, and seconded by P. Bobrowski, it was voted to adjourn until the next regular meeting on Monday, September 24, 2012 at 4:30 p.m. in the community room at Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA. Meeting adjourned at 6:34 p.m.