

AMHERST HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING
THURSDAY APRIL 29, 2013
ANN WHALEN COMMUNITY ROOM
33 KELLOGG AVE., AMHERST, MA

Members of the Amherst Housing Authority met in regular session on Monday April 29, 2013 in the fifth floor conference room of Ann Whalen Apartments, 33 Kellogg Ave. Amherst, MA. The chair, Constance Kruger, called the meeting to order at 4:33 p.m.

PRESENT: Constance Kruger, Judy Brooks, Peter Jessop
Laura Quinn, arrived at 4:41

ABSENT: None

ALSO PRESENT: Denise LeDuc; Vince O'Connor

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

MINUTES APPROVAL: Upon motion of J. Brooks, seconded by C. Kruger, it was voted to accept the minutes of the February 25, 2013 meeting (2 yes, 1 abstention)

Upon motion of J. Brooks, seconded by P. Jessop, it was voted to accept the minutes of the minutes of the April 4, 2013 meeting (Unanimous)

ACCOUNTS PAYABLE WARRANT: Upon motion of P. Jessop, seconded by J. Brooks, it was voted to accept the Accounts Payable Warrant as presented for February 2013

Upon motion of P. Jessop, seconded by J. Brooks, it was voted to accept the Accounts Payable Warrant as presented for March 2013

TENANT CONCERNS: There were no AHA tenant concerns

400-1 PROGRAM FOR FYE 3/31/2014 - This new vote was being requested for a budget modification to incorporate additional funding from DHCD for Carbon Monoxide (co) detectors. Upon a motion by P. Jessop, seconded by J. Brooks - to accept the Proposed Operating Budget for State-Aided Chapter 667,705 Housing, of the Amherst Housing Authority, Program Number 400-1 for fiscal year ending 3/31/14 showing Total Revenue of \$515,600.00 and Total Expenses of \$694,347.00 thereby requesting a subsidy of \$173,747.00 be submitted to the Department of Housing and Community Development for its review and approval.
Roll call vote: Brooks- Aye; Kruger-Aye; Quinn-Aye; Jessop-Aye

CHANGE ORDER FOR 705-PHASE 2 CONTRACT (Garland): The change order in the amount of \$54,525 is for several small items that have come up during the construction; however, the majority of the change order is for the additional costs that Garland is submitting due to the painting contractor failing to maintain their contract (\$53,425). Upon a motion by P. Jessop, seconded by J. Brooks it was voted to approve change order in the amount of \$54,525. (3 in favor, 1 abstention)

PRESIDENTIAL APARTMENTS: Discussion occurred around the application of Presidential Apartments to build additional housing units in Amherst and the requirement of the project to set aside 10% of the units (6) as affordable in perpetuity. Alan Cohn- owner, wishes to work with the AHA to provide management and marketing of these units for him.

ECHO VILLAGE EMERGENCY FUND: Renamed to Amherst Renter's Emergency Fund. C. Kruger provided an update on the fundraising that occurred so far, and advised that the committee has put in an application with the CPA committee for \$15,000 towards a \$50,000 goal. The CPA committee supported the application.

SCHIFFER HOUSE UPDATE: Updated the board on the next steps of the process and Atty. Kristi Bodin will be moving to change the will with the proceeds of the sale coming to the AHA to be used for purpose deemed appropriate by the board. By changing the will the sale will be subject to 30B.

AHA CORI POLICY: D. LeDuc provided the board with a proposed CORI policy and a copy of the existing Section 8 CORI/SORI policy. The board had several questions regarding the documents and D. LeDuc will obtain answers and put this topic on the May agenda for reconsideration.

UNIT VACANCIES: The board was provided with a print out of the vacant units at the AHA for the boards review. Other than the three units with waivers, the units that were vacant as of 3/31/13 had new occupants leased up and occupying the units by mid-April.

DIRECTOR'S REPORT: D. LeDuc advised the board that a letter was received requesting a reasonable accommodation for a 2BR at Echo Village due to disability. Ms. LeDuc advised the board that upon further investigation the family requested this accommodation will be able to stay in the unit (based on income/household composition) as the rent the owner is asking for the unit is deemed to be reasonable, as long as the family has re-applied for the unit and is approved by the owner. Ms. Kruger requested that the AHA attempt to put into HUD a request for an increased payment standard on the 4 bedroom Handicapped unit.

Ms. Kruger left the meeting at 5:30 p.m.

Mr. Jessop presided over the meeting.

OTHER BUSINESS NOT ANTICIPATED WITHIN 48-HOUR NOTICE:

Auditor's Contract: Upon a motion by J. Brooks, seconded by L. Quinn it was voted to approve the Executive Director to sign a contract with Hurley O'Neill & Co for audit services for the fiscal year ended March 31, 2013 in the amount of \$6,594. (Unanimous)

Civil Rights Certification: Upon a motion by J. Brooks, seconded by L. Quinn it was voted to approve the Executive Director to sign the HUD Civil Rights Certification forms. (Unanimous)

Certificate of a Drug Free Workplace: Upon a motion by J. Brooks, seconded by L. Quinn it was voted to approve the Executive Director to sign the HUD Certificate of a Drug Free Workplace certification forms. (Unanimous)

Certificate of Payments: Upon a motion by J. Brooks, seconded by L. Quinn it was voted to approve the Executive Director to sign the HUD Certificate of Payments certification forms. (Unanimous)

Disclosure of Lobbying Activities: Upon a motion by J. Brooks, seconded by L. Quinn it was voted to approve the Executive Director to sign the HUD Disclosure of Lobbying Activities certification forms. (Unanimous)

Annual meeting was tabled to the May meeting

ADJOURN: Upon the motion of J. Brooks, seconded by L. Quinn, it was voted to adjourn until the next regular meeting on Wednesday, May 29, 2013 at 4:30 p.m. in the community room at Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA. Meeting adjourned at 5:50 p.m. (Unanimous)