

**AMHERST HOUSING AUTHORITY BOARD OF COMMISSIONERS
REGULAR MEETING**

MONDAY APRIL 25, 2016 4:30 P.M.

ANN WHALEN BUILDING 5TH FLOOR COMMUNITY ROOM
33 KELLOGG AVE., AMHERST, MA

Members of the Amherst Housing Authority met on Monday, April 25, 2016 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 5:17 p.m.

PRESENT: Commissioners: L. Quinn, C. Kruger, P. Jessop, S. Jefferson and T. Boutilier

ABSENT: None

ALSO PRESENT: Denise LeDuc Executive Director, Debbie Turgeon Director of Housing Program, Emily Starkweather, Emilie Hamilton, Paul Vasconcellos, Clara Rowan, Alan Root, Mike Guyder and auditor

AGENDA ADOPTION/CHANGES: Upon motion by C. Kruger, seconded by S. Jefferson, it was voted to approve the agenda as revised Unanimous

PRESENTATION BY AUDITOR MICHAEL GUYDER: Mike Guyder reviewed the financial statements for the fiscal year ended March 31, 2015 and presented information to the board about upcoming changes that are required in the fiscal year 2016 audit. The federal requirements will now have a liability for the unfunded liability of the retirement benefits, where in past audits the Other Post Employment Benefits were required to be on the financial statements. Mike also spoke of the new Agreed Upon Procedures (AUP) that are going into place where the auditors will be required to look at our state programs more in depth than they have in the past. C. Kruger left meeting at 5:50 p.m.

MINUTES APPROVAL

Were moved to the May meeting as part of the agenda change

ACCOUNTS PAYABLE WARRANT Upon motion by T. Boutilier, seconded by S. Jefferson it was voted to approve the accounts payable warrant as presented for May 2016. Unanimous

DISCUSS & CONSIDER CHANGE ORDER #5 FOR JOHN NUTTING \$11,619.57:

Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to authorize the Executive Director to sign the Change Order in the amount of \$11,619.57 for the following changes on the John Nutting Project: Repair bathroom ceiling in Unit #35; modify exterior inside/outside corner trim at trombe walls; add ground fault/arc fault protection in kitchen of 5 units as required by Electrical Inspector; Repair mechanical closet ceiling in unit #35; Repair pantry doors in unit #35; upgrade bathroom outlets in all 5 units from 15 to 20 amp; Clean & wax VCT in all 5 units. Unanimous

REVISED INCOME LIMITS FOR HOUSING CHOICE VOUCHER PROGRAM AND MASSACHUSETTS RENTAL VOUCHER

PROGRAM AS ISSUED BY THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT: Upon a motion of P. Jessop and seconded by T. Boutilier, it was voted to accept the income limits provided by the US Department of Housing and Urban Development for the Housing Choice Voucher Program and the Massachusetts Rental Voucher Program. Unanimous

P. Jessop left meeting at 6:45 p.m.

TENANT CONCERNS: A. Root expressed his concerns relative to the brick sidewalk replacement and the esthetics if they were to be replaced with anything else.

PROGRAM PARTICIPANT CONCERNS: None

TENANT ORGANIZATIONS

Ann Whalen TO: None.

Chestnut Court TO: E. Hamilton spoke of going around to look at gardens

PUBLIC COMMENT: None

DISCUSS DHCD PUBLIC HOUSING NOTICES 2016-06 AND 2016-08 ON PERFORMANCE MANAGEMENT REVIEW: Moved to May meeting

MEDICAL MARIJUANA: Move to June meeting

REVIEW OF UNIT VACANCIES AND DIRECTOR'S REPORT:

Not done

CHAIR'S REPORT: None

ADJOURN: Upon a motion by S. Jefferson ; seconded by T. Boutilier it was voted to adjourn the meeting until the next regular meeting of the Board on Monday, May 23, 2016 at 4:30 in the community room of Ann Whalen Apts., 33 Kellogg Ave., Amherst, MA. Meeting adjourned at 7:20 p.m. Unanimous

Materials Distributed

Agenda for 4/25/16

March 2016 AP Warrant

Executive Director's Report, April 2016

FY 2016 Multifamily Tax Subsidy Project Income Limits and HUD Income Limits

DHCD Public Housing Notice 2016-06

DHCD Public Housing Notice 2016-08

HUD- Instructions for Applying for the Set-Aside HAP funds of \$75 million

Medical Marijuana Law and its Impact on Employment

March 2016 Unit Vacancy Report

AHA new website screen shots