

AMHERST HOUSING AUTHORITY
AGENDA REGULAR JUNE MEETING
MONDAY AUGUST 29, 2016 4:30 P.M.
ANN WHALEN COMMUNITY ROOM, AMHERST, MA

Members of the Amherst Housing Authority met on Monday, August 29, 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 4:31 p.m.

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

ABSENT: None

ALSO PRESENT: D. Turgeon Interim E.D., C. Howard, Asset Manager, J. Hite, A. Root & J. Goldman

AGENDA ADOPTION/CHANGES: Upon motion by P. Jessop, seconded by C. Kruger, it was voted to approve the agenda as reordered. Unanimous

APPROVAL OF MINUTES OF MEETINGS:

May 5th: Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to approve the minutes of May 5, 2016, as written. In favor -3, Abstention – 1

May 17th: Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to approve the minutes of May 17, 2016, as written. Unanimous

May 23rd: Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to approve the minutes of I move to Accept Minutes of May 23, 2016, as written. Unanimous

July 5th: Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to approve the minutes of I move to Accept revised Minutes of July 5, 2016 (June meeting), as written. Unanimous

July 25th: Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to approve the minutes of I move to Accept Minutes July 25, 2016, as amended. In favor -3, Abstention - 1

ACCOUNTS PAYABLE WARRANT Upon motion by P. Jessop, seconded by C. Kruger, it was voted to approve the accounts payable warrant as presented for July 2016 as presented. Unanimous

T. Boutilier arrived at 4:43 pm.

TENANT CONCERNS: A Root addressed the board with regard to having a sit down meeting with AW residents and staff to discuss how a partnership. L. Quinn suggested that going to the AW tenant organization would be the next step. T. Boutilier stated that there are organizations that work with tenant organizations. A. Root, requested to have from T. Boutilier, the section from DHCD regarding formation and requirements of a tenant organization.

PROGRAM PARTICIPANT CONCERNS: NONE

TENANT ORGANIZATIONS: NONE

PUBLIC COMMENT: J. Goldman addressed the board with a concern regarding the AHA phone policy and response time for a return call. L. Quinn responded that the AHA is in the process of looking into a new phone system.

DISCUSS AND SELECT SEARCH CONSULTANT – EXECUTIVE DIRECTOR SEARCH: L. Quinn indicated that the Collins Center and Robert Half both presented their search proposals to the board in a special meeting on August 10th. After much discussion, a motion was made by P. Jessop, seconded by C. Kruger authorizing the Board Chair to enter into contract negotiations with Robert Half, not to exceed \$30,000, with an attached agreement not to exceed \$1,500 for reimbursable amounts. Unanimous

C. Kruger left meeting at 5:23 p.m.

APPROVE AMENDMENT #7 TO CONTRACT FOR FINANCIAL ASSISTANCE WITH DHCD FOR STATE MODERNIZATION ACTIVITIES - WORKPLAN5001: Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to approved the Amendment #7 to Contract for Financial Assistance with DHCD for State Modernization Activities - Workplan 5001. Unanimous

REVIEW & APPROVE LOW BIDS – REPAIRS AT 40 TAMARACK DRIVE: Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to authorize the Interim E.D. to enter into a Contract with Cornerstone Building Service for a total base-bid of \$25,460.00. Unanimous

APPROVE INCREASED FLAT RENT SCHEDULE AT WATSON FARMS, PER PIH NOTICE 2015-13: Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to approve the increase in the flat rents at Watson Farms. In favor – 3, Opposed – 1.

REVIEW OF UNIT VACANCIES

DIRECTOR’S REPORT: D. Turgeon – no additional comments from report submitted

CHAIR’S REPORT: None

Other Business- Not Anticipated within 48 hour notice

Adjourn: Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to adjourn at 6:11 p.m., until the special meeting of September 6, 2016 at 12:00 in the community room of Ann Whalen Apts., 33 Kellogg Ave., Amherst, MA. Unanimous