

AMHERST HOUSING AUTHORITY
AGENDA REGULAR MEETING/ MINUTES
MONDAY SEPTEMBER 18, 2017
ANN WHALEN COMMUNITY ROOM, AMHERST, MA

Members of the Amherst Housing Authority met on Monday September 18, 2017 in the 5TH floor Community Room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA. Board Chair, C. Kruger called the meeting to order at 4:56 p.m.

PRESENT: Commissioners: C. Kruger, S. Jefferson & M. Burkhart

ABSENT: T. Boutilier - P. Jessop resigned from Board effective September 1, 2017

ALSO, PRESENT: D. Turgeon, Executive Director; P. Parmakian, Director of Programs; E Cassidy, Director of Leased Housing; F. Soto, B. Steinmetz

AGENDA ADOPTION/CHANGES: Adopt

Upon motion by M. Burkhart, seconded by S. Jefferson, discussion regarding reordering the agenda to assure items in need of votes would be presented. It was voted to adopt the agenda as amended. Unanimous

APPROVAL OF THE LOW-BID IN THE AMOUNT OF \$28,620 (\$9,540/ YEAR) FOR ELEVATOR SERVICE CONTRACT FOR A 3-YEAR TERM.

Upon motion by M. Burkhart, seconded by S. Jefferson, it was voted to approve the contract in the amount of \$28,620. Unanimous

REVIEW OF AHA PAINTING POLICIES: SEE ATTACHED: D. Turgeon presented the policies and presented a change to them. Set as a future agenda item.

REVIEW OF 2018 HUD FAIR MARKET RENTS and APPROVAL OF AHA PAYMENT STANDARDS AS PRESENTED:

Upon motion by C. Kruger, seconded by M. Burkhart, after a presentation by E. Cassidy it was voted to approve the AHA Payment Standards as presented. Unanimous

TENANT CONCERNS:

F. Soto presented concerns about a family member living in a family unit.

APPROVAL MINUTES OF JUNE 26, 2017

Upon motion by M. Burkhart, seconded by S. Jefferson, S. Jefferson indicated they would like their name to reflect Sabeur Wideman Bey it was voted to adopt the agenda as amended. Unanimous

APPROVAL MINUTES OF AUGUST 11, 2017

Upon motion by S. Jefferson, seconded by M. Burkhart, it was voted to adopt the agenda as presented. Unanimous

ACCOUNTS PAYABLE JUNE 2017

Upon motion by S. Jefferson, seconded by M. Burkhart, it was voted to approve the accounts payable warrant for June 2017.

As presented. Unanimous

ACCOUNTS PAYABLE JULY 2017

Upon motion by S. Jefferson, seconded by M. Burkhart, it was voted to approve the accounts payable warrant for July 2017.

As presented. Unanimous

ACCOUNTS PAYABLE AUGUST 2017

Upon motion by S. Jefferson, seconded by M. Burkhart, it was voted to approve the accounts payable warrant for August 2017.

As presented. Unanimous

PROGRAM PARTICIPANT CONCERNS:

F. Soto presented concerns about the pricing of lockouts. C. Kruger instructed staff to look into the matter.

TENANT ORGANIZATIONS UPDATE:

B. Steinmetz presented there are currently two names on the Tenant Association checking account and one member is not well and needs to have their name removed. C. Kruger instructed D. Turgeon to look into what the process is for removing a name from the account.

DISCUSSION OF EXECUTIVE DIRECTOR ANNUAL GOALS:

This will be a future agenda item.

REVIEW OF UNIT VACANCIES- SEE ATTACHED:

D. Turgeon presented the Vacancy report

EXECUTIVE DIRECTOR'S REPORT- SEE ATTACHED

D. Turgeon presented her Executive Director report

CHAIR'S REPORT:

C. Kruger presented her Chair Report- including updates on Presidential Apartments

OTHER BUSINESS-

Not anticipated within 48-hour notice- None presented

ADJOURN: Upon motion by S. Jefferson, seconded by M. Burkart, it was voted to adjourn the meeting at 5:58pm. Unanimous

NEXT MEETING DATE: OCTOBER 30, 2017 AT 4:30

* Materials Included-

Executive Director Report

Review of Vacancies- Unit Vacancy Report

Motions