

**AMHERST HOUSING AUTHORITY
AGENDA REGULAR MEETING/ MINUTES
MONDAY JUNE 26, 2017
ANN WHALEN COMMUNITY ROOM, AMHERST, MA**

Members of the Amherst Housing Authority met on **Monday June 26, 2017** in the fifth floor community room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA. Board Chair, C. Kruger called the meeting to order at 4:30 p.m.

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

ABSENT: T. Boutilier

ALSO PRESENT: D. Turgeon, Executive Director

Agenda Adoption/Changes: Adopt

Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to adopt the agenda as presented.

Unanimous

Accounts Payable: May 2017

Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to approve the accounts payable warrant for May 2017. As presented. **Unanimous**

Approval Minutes of MAY 22, 2017

Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to approve the minutes of May 22, 2017 with spelling corrections. **Unanimous**

Tenant Concerns: None presented

Program Participant Concerns: None presented

Tenant Organizations Update:

D. Turgeon presented that staff continues to encourage tenant participation to form tenant organizations at Ann Whalen, Chestnut Court and Watson Farms. Since the renovations have resumed at Ann Whalen, many residents are preparing for their upcoming relocation.

Annual Appointment of AHA Board Member to the Community Preservation Act Committee

Upon motion by P. Jessop, seconded by M. Burkart, it was voted to appoint Stephen Jefferson to the Community Preservation Act Committee for one year. **UNANIMOUS**

Resolution 2017-14 to Revise the Personnel Policy Employee Benefits, Section XII-D, Longevity Payments Per DHCD.

Upon motion by P. Jessop, seconded by S. Jefferson, it was voted to revise the Personnel Policy by removing Section XII-D, Longevity Payments from the policy. **Unanimous**

Approval of Change Order #3 for Jean Elder Unit 5 Rehab work in the amount of \$78,920.82

Upon motion by M. Burkart, seconded by S. Jefferson, it was voted to approve Change order #3 in the amount of \$78,920.82. **Unanimous**

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 regarding the annual and six month goals for Executive Director. Board Chair will schedule review with Executive Director and will bring back information to the Board of Commissioners.

OTHER BUSINESS- Not Anticipated within 48 hour notice- None presented

ADJOURN: Upon motion by C. Kruger, seconded by M. Burkart, it was voted to adjourn the meeting at **5:35 pm.**

Unanimous

NEXT MEETING DATE:

Tuesday, August 1, 2017 at 4:30 pm.

* Materials Included-

Personnel Policy

Executive Director Report

Chair Report

Review of Vacancies- Unit Vacancy Report

Motions