

AMHERST HOUSING AUTHORITY
AGENDA REGULAR MEETING/ MINUTES
MONDAY OCTOBER 30, 2017
ANN WHALEN COMMUNITY ROOM, AMHERST, MA

Members of the Amherst Housing Authority met on Monday October 30, 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 4:30 p.m.

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

T. Boutilier arrived at 4:57

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

ALSO, PRESENT: D. Turgeon, Executive Director; P. Parmakian, Director of Programs; Felicity Hardee; Alan Root; Barbra Steinmetz; Jessie Kolodkin

AGENDA ADOPTION/CHANGES: Adopt

Upon motion by M. Burkart, seconded by S. Jefferson, the agenda was presented. There was discussion to move the item: "**OTHER BUSINESS-** Not anticipated within 48-hour notice" and amended.

It was voted to adopt the agenda as amended. Unanimous

OTHER BUSINESS-

Not anticipated within 48-hour notice-

C. Kruger presented a joint session with the Board of Selectmen was attempting to be scheduled. Possible times were presented. It was agreed the joint session would likely be held November 8, 2017 at 5:30.

APPROVAL MINUTES OF SEPTEMBER 18, 2017

Upon motion by S. Jefferson, seconded by M. Burkart the minutes were presented. M. Burkart pointed out his last name was misspelled in the minutes. Note taken- it was voted to adopt the minutes with correction. Unanimous

ACCOUNTS PAYABLE SEPTEMBER 2017

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

As presented. Unanimous

DISCUSSION OF EXECUTIVE DIRECTOR ANNUAL GOALS

A discussion was had which included what the Directors ideas were for moving the agency forward. These included: status of the 501(c3); new program ideas; strengthening personnel relationships; service quality including customer service training. It was decided the agenda item would be added to the next meeting for a more detailed discussion.

AWARD CONTRACT FOR OIL SERVICES TO NATIONAL HEATING

Upon motion by M. Burkart, seconded by S. Jefferson, it was voted to approve the contract.

Unanimous

AWARD CONTRACT FOR WATSON FARMS PROJECT – UNIT #1 BATHROOM ACCESSIBLE TOILET PROJECT IN THE AMOUNT OF \$30,041

Upon motion by M. Burkart, seconded by S. Jefferson, it was voted to approve the contract in the amount of \$30,041 to the lowest bidder- O'bear Construction. Unanimous

APPROVAL OF THE JEAN ELDER #5, SUUBSTATIAL COMPLETEION.

Upon motion by M. Burkart, seconded by S. Jefferson, it was voted to approve the punch list items. Unanimous

T. Boutilier arrived

TENANT CONCERNS:

Allan Root presented there could be upcoming changes to the Town Charter to reduce the Housing Authority Board from 5 members to 3. Also was concerned about the timing of the renovations. Lastly would like the walkways to be brick instead of pavement.

Jessie Koladkin a community member had question about Presidential Apartments.

PROGRAM PARTICIPANT CONCERNS:

None presented.

TENANT ORGANIZATIONS UPDATE:

Allan Root thought maybe each floor of the Ann Whalen building could have a representative.

D. Turgeon said the bank account signature cards were updated; also there has been additional events planned.

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-

5:30 PM - EXECUTIVE SESSION - TO DISCUSS STRATEGY WITH RESPECT TO LITIGATION INASMUCH AS AN OPEN MEETING MAY HAVE A DETRIMENTAL EFFECT ON THE LITIGATION POSITION OF THE AMHERST HOUSING AUTHORITY.

Roll Call was taken:

C. Kruger	AYE
S. Jefferson	AYE
M. Burkart	AYE
T. Boutilier	AYE

Upon motion by C. Kruger, seconded by M. Burkart, it was voted to go into Executive Session and not return to regular session.

Unanimous

6:13PM- EXECUTIVE SESSION ENDED

NEXT MEETING DATE: NOVEMBER 27, 2017 AT 4:30

* Materials Included-

Executive Director Report

Review of Vacancies- Unit Vacancy Report

Motions