

AMHERST HOUSING AUTHORITY
REGULAR MEETING
MONDAY OCTOBER 26, 2009
ANN WHALEN COMMUNITY ROOM
33 KELLOGG AVE. AMHERST, MA.

Members of the Amherst Housing Authority met in regular session on Monday October 26, 2009 in the community room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA. The Vice Chair, J. Haggerty, called the meeting to order at 3:35 p.m.

PRESENT: J. Brooks, J. Haggerty, P. Jessop, J. Logan

ABSENT: None

ALSO PRESENT: D. Crabtree, A. Root

AGENDA ADOPTION/CHANGES: D. Crabtree requested that change order #1 for the contract with J. D. Rivet Co., for the roof replacement at Ann Whalen Apartments, be added to the agenda. Upon motion of J. Logan, seconded by J. Brooks, it was voted to adopt the agenda as amended.

MINUTES APPROVAL: Upon motion of J. Brooks, seconded by J. Haggerty, it was voted to approve the minutes of the Public Hearing dated September 29, 2009. Upon motion of J. Brooks, seconded by J. Haggerty, it was voted to approve the minutes of the regular meeting dated September 29, 2009.

ACCOUNTS PAYABLE: Upon motion of J. Brooks, seconded by J. Logan, it was voted to defer approval of accounts payable until the next regularly scheduled meeting.

TENANT CONCERNS: Ann Whalen Apartments: A. Root gave the Board a report on the activities concerning the renovation of the 5th floor community room. He also distributed minutes of a tenant organization meeting and other information about potential smoking policies for Board member consideration. Members asked that the issue be placed on the agenda of the November meeting and that Housing Manager N. Schroeder be asked to attend the meeting to discuss staff recommendations.

DECLARATION OF TRUST-WATSON FARMS APARTMENTS: J. Brooks moved to approve the Declaration of Trust for Watson Farms Apartments which includes the requirement not to convey or otherwise encumber the property unless expressly authorized by federal law and/or HUD (Housing and Urban Development). J. Logan seconded the motion which, upon roll call, was approved by a vote of 4 to 0.

BUDGET REVISION 400-1 PROGRAM FOR FISCAL YEAR ENDING 3/31/2010: The Authority received budget guidelines from the Department of Housing and Community Development implementing a 4.7% decrease in the ANUEL (allowable non utility expense level) effective October 1, 2009. J. Brooks moved that the proposed Operating budget for state-aided housing of the Amherst Housing Authority (chapter 667/705) Program Number 400-1 for Fiscal Year ending 3/31/2010 showing Total Revenue of \$464,700.00 and Total Expenses of \$730,680.00, thereby requesting a subsidy of \$240,709.00 be submitted to the Department of Housing and Community Development for its review and approval. J. Logan seconded the motion which, upon roll call, was passed by a vote of 4 to 0.

LEASE APPROVAL-34, 36 SUNRISE AVENUE: Upon motion of J. Brooks, seconded by J. Haggerty, it was voted to approve a 90 day lease extension from January 1, 2010 through March 31, 2010 with the Department of Developmental Services for the premises located at 34 and 36 Sunrise Avenue. Upon motion of J. Brooks, seconded by J. Haggerty, it was voted to approve a lease agreement with the Department of Developmental Services for the premises located at 34 and 36 Sunrise Avenue effective April 1, 2010 for a one year term. The lease shall be automatically extended for four successive one year periods unless a 90 day notice of intent to terminate is given by either party.

INCOME VERIFICATION POLICY-VALLEY MAIN STREET: Upon motion of J. Haggerty, seconded by J. Brooks, it was voted 3-0 with one abstention to approve the Income Verification Policy for Valley Main Street.

CHANGE ORDER #1-ANN WHALEN REROOFING PROJECT: Upon motion of J. Brooks, seconded by J. Brooks, it was voted to approve change order #1 in the contract with J.D. Rivet Inc., for the amount of \$6,100.00 for additional bronze coping and brick replacement at 9 locations on the roof at Ann Whalen Apartments.

ADJOURN: Upon motion of J. Brooks, seconded by J. Haggerty, it was voted to adjourn the meeting until Monday November 30, 2009 at 3:30 p.m. in the community room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA.