

AMHERST HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING
FRIDAY JANUARY 29, 2010
JEAN ELDER COMMUNITY ROOM
9 CHESTNUT ST. AMHERST, MA

Members of the Amherst Housing Authority met in regular session on Friday January 29, 2010 in the Jean Elder House Community room, 9 Chestnut Street, Amherst, MA. The Chair, P. Jessop, called the meeting to order at 12:30 p.m.

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

ABSENT: None

ALSO PRESENT: D. Crabtree, A. Root, C. Warren, N. Schroeder, W. Wolnik, J. Skoglund.

AGENDA ADOPTION/CHANGES: D. Crabtree requested that the Community Preservation Act proposal be added to the agenda. Upon motion of J. Brooks, seconded by J. Logan, it was voted to adopt the agenda as amended.

MINUTES APPROVAL: Upon motion of J. Haggerty, seconded by J. Logan, it was voted to approve the minutes of the Public Hearing of December 30, 2009. Upon motion of J. Brooks, seconded by J. Haggerty, it was voted to approve the minutes of the regular meeting of December 30, 2009.

ACCOUNTS PAYABLE: Upon motion of J. Brooks, seconded by J. Haggerty, it was voted to approve accounts payable checks #20786-20959, #20761, #20762-20997 dated January 7, 2010 through January 26, 2010, Main Street checks #135-147, #148, #149-153 dated January 6, 2010 through January 26, 2010, and payroll checks #2292-2304, #2305-2317 dated January 15, 2010 through January 30, 2010.

TENANT CONCERNS: Discussion on smoking policy issues: Housing Manager N. Schroeder recommended that the Board move toward a ban on smoking on all Amherst Housing Authority properties including tenants, guests, and staff. She summarized the concerns that she has about smoking including damage to apartments, potential fire hazards, legal ramifications, and tenant health related issues. The Authority has a few options for a non smoking policy: 1. establish a policy that provides an exemption for

current residents 2. establish a deadline at a future time certain and enforce it for everyone 3. give an exemption for current tenants with a future time certain for the elimination of all smoking. After much discussion, Board members asked that a plan be developed for implementation of a non smoking policy to include timelines and the cost of sealing apartments to reduce smoke infiltration. **Ann Whalen Tenant Organization Mediation Process:** N. Schroeder reported that the Authority retained the services of the Hampshire Franklin Mediation Collaborative to work with groups of tenants surrounding issues related to the Tenant Organization. She stated that she believes the process was successful and is considering one additional hour of service to summarize the results of the mediation. **Cable Costs for Ann Whalen Community room:** J. Skoglund, resident of Ann Whalen Apartments, asked the board to consider paying the costs associated with providing cable in the community room. Members asked C. Warren, Assistant Housing Manager, to research the issue, including costs, and make a proposal for the Board to consider at their next meeting.

ANN WHALEN PHOTOVOLTAIC PROJECT: D. Crabtree reported that the solar panels have been installed but are not operational. She stated that she put the project on hold for a couple of weeks pending information about the new solar rebate program. However, within a few hours, that program was depleted of funds; another funding round is not expected for at least three months. Members agreed with her recommendation to not wait for another rebate round but to get the system operational as soon as possible.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM: **Watson Farms Boiler Replacement Project.** D. Crabtree informed members that the CDBG program funding will be used to replace ten boilers at Watson Farms. She discussed the desire of the maintenance staff to standardize replace the boilers with high energy efficient equipment and to standardize its inventory. Upon motion of J. Logan, seconded by J. Haggerty, it was voted to approve a proprietary specification or equal approved substitution for the Heat Transfer Products, Inc. Munchkin boiler and for the Heat Transfer Products, Inc. Superstor Ultra Indirect Fired Hot Water Heater. **Support Letter Olympia Drive Rehabilitation Project:** Upon motion of J. Brooks, seconded by J. Logan, it was voted to approve a support letter for the use of CDBG funds for the Olympia Drive Rehabilitation Project and to authorize the Executive Director to sign the letter on behalf of the Board.

COMMUNITY PRESERVATION ACT (CPA) PROPOSAL: D. Crabtree stated that she amended the Authority's proposal for CPA funds to renovate the 705 family housing units to \$350,000.00 for this year's funding; originally the Authority proposed \$145,000.00 for this year and \$205,000.00 for next year. The proposal was amended because the Authority received a letter from the Department of Housing and Community Development(DHCD) that commits DHCD to match local contributions on a dollar for dollar basis. Crabtree met with the CPA committee on January 21, 2010.

STATE ETHICS COMMISSION TRAINING: Information concerning state ethics commission training was distributed to Board members.

ADJOURN: Upon motion of J. Brooks, seconded by J. Haggerty, it was voted to adjourn the meeting until Monday February 22, 2010 at 3:30 p.m. in the community room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA.