

AMHERST HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING
WEDNESDAY JULY 7, 2010
AMHERST HOUSING AUTHORITY CONFERENCE ROOM
33 KELLOGG AVE., AMHERST, MA

Members of the Amherst Housing Authority met in regular session on Wednesday July 7, 2010 in the conference room of the Amherst, 33 Kellogg Ave, Amherst, MA. The Chair, P. Jessop, called the meeting to order at 4:30 p.m.

PRESENT: P. Bobrowski, J. Haggerty, P. Jessop, C. Kruger, J. Logan

ABSENT: None

ALSO PRESENT: D. Crabtree, N. Schroeder

AGENDA ADOPTION/CHANGES: D. Crabtree requested that approval of the accounts payable be deferred to the next meeting and that change order #2 be added to agenda item J.D. Rivet Company, Ann Whalen roof replacement. Upon motion of P. Bobrowski, seconded by C. Kruger, it was voted to adopt the agenda as amended.

MINUTES APPROVAL: Upon motion of C. Kruger, seconded by P. Bobrowski, it was voted to approve the minutes of the regular meeting of May 17, 2010.

TENANT CONCERNS: J. Haggerty informed members that a 12 week art workshop entitled "Discover your Inner Artist" began on July 6 as part of the Wellness Program. The workshop will rotate locations; Chestnut Court, Ann Whalen, and Clark House.

MANAGEMENT POLICIES:

RENT COLLECTION: Upon motion of J. Logan, seconded by J. Haggerty, it was voted to approve changes in the rent collection policy that raises the return check fee and the late fee to \$25.00.

SMOKING POLICY: Upon motion of J. Logan, seconded by P. Bobrowski, it was voted 4-1-0 to implement a smoking policy for Amherst Housing Authority property effective September 1, 2010.

APPLICANT PRE-SCREENING PROCEDURES: Upon motion of C. Kruger, seconded by P. Bobrowski, it was voted, 4-1-0 to contract with Residential Property

Professional Company to pre-screen applicants for Amherst Housing Authority property as part of the final screening process and in compliance with local, state, and federal fair housing statutes. J. Logan expressed concerns about tenant rights to appeal adverse information received from Residential Property Professional Company.

PET POLICY: Members reviewed the Watson Farms Pet Policy and discussed its potential applicability to 705 state aided family housing. D. Crabtree will revise the policy for discussion at the next meeting.

CONTRACTS FOR CAPITAL IMPROVEMENTS:

705 STATE AIDED FAMILY HOUSING: C. Kruger moved to approve the Contract for State Aided Public Capital Improvement Program with the Commonwealth of Massachusetts in the amount of \$134,270.00 for heating system replacement in 705 family housing units. P. Bobrowski seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

WATSON FARMS FEDERAL AIDED FAMILY HOUSING: P. Bobrowski moved to approve the Capital Fund Amendment in the amount of \$25,673.00 for Watson Farm family housing units. C. Kruger seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

POMEROY LANE COOPERATIVE: D. Crabtree reported that the Pomeroy Lane Cooperative has expressed an interest in the Amherst Housing Authority managing that property. Members suggested that the Authority review the Cooperative's financial statements.

PUBLIC HOUSING MANAGEMENT ASSESSMENT CERTIFICATE: P. Bobrowski moved to approve the Public Housing Management Assessment Certificate for Watson Farms Apartments for fiscal year ending 03/31/2010. J. Haggerty seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

CONTRACT WITH J.D.RIVET CO.:

CHANGE ORDER #2: J. Logan moved to approve change order #2 in the credit amount of \$680. to the contract with J.D. Rivet Co. C. Kruger seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

CERTIFICATE OF FINAL COMPLETION: P. Bobrowski moved to approve the Certificate of Final Completion for the contract with J. D. Rivet Co. J. Logan seconded the motion which, upon roll call, was approved by a vote of 5 to 0.

ADJOURN: Upon motion of P. Bobrowski, seconded by C. Kruger, it was voted to adjourn the meeting until Monday July 26, 2010 at 4:30 p.m. in the community room of Jean Elder House, 9 Chestnut Street., Amherst, MA.