

**AMHERST HOUSING AUTHORITY BOARD OF COMMISSIONERS
REGULAR MEETING**

MONDAY JUNE 1, 2015 4:30 P.M.
ANN WHALEN BUILDING 5TH FLOOR COMMUNITY ROOM
33 KELLOGG AVE., AMHERST, MA

Members of the Amherst Housing Authority met on Monday, June 1, 2015 for the May meeting on the fifth floor community room of Ann Whalen Apartments, 33 Kellogg Ave., Amherst, MA. Chair, Judy Brooks called the meeting to order at 4:32 p.m.

PRESENT: Commissioners: J. Brooks, L. Quinn, C. Kruger, P. Jessop & T. Boutilier

ABSENT: None

ALSO PRESENT: Denise LeDuc Executive Director, Debbie Turgeon Director of Housing Programs, Ingrid Askew, Alan Root, Carol Lewis, Michael Beaumier, Barbara Steinmetz, Emilie Hamilton, Paul Vasconcellos

AGENDA ADOPTION/CHANGES: Upon motion by P. Jessop, seconded by L. Quinn it was unanimously voted to accept the agenda with amendments to separate out annual and regular meeting and to determine the definition of tenant.

MINUTES APPROVAL: Upon motion by P. Jessop, seconded by C. Kruger, it was unanimously voted to accept the annual minutes of May 4, 2015. Upon motion by P. Jessop, seconded by C. Kruger it was unanimously voted to amended minutes of regular meeting as follows:

- After much discussion about ways to increase participation in the tenant's organization, it was requested to add an item for visibility and outreach to the agenda for next meeting.
- Strike "regular meeting" from 1st paragraph
- Correct name spelling for E. Hamilton
- E. Hamilton requested that she put up agendas for monthly meetings.

ACCOUNTS PAYABLE WARRANT: Upon motion by T. Boutilier, seconded by P. Jessop, it was voted to approve the accounts payable warrant for April 2015. Unanimous

TENANT CONCERNS:

A. Root expressed thanks regarding the hot water situation. Hot water has reached acceptable temperatures; it's neither too hot nor too cold. There was also a question regarding the AW project for clarity and time frame.

M. Beaumier has had several conversations with Nancy Schroeder and states she was being forthright and open about the project plan and meetings will be held with tenants once everything is finalized.

TENANT ORGANIZATIONS:

Ann Whalen TO: No report, did mention that there would be a memorial service for Jean Haggerty on 6/11 from 5-7 pm in the Community room that was being run by Jean's family

Chestnut Court TO: Tenants are digging up plants in preparation of upcoming project

PUBLIC COMMENT: NONE

APPROVE LOW BIDDER FOR ANN WHALEN PROJECT: Upon motion by P. Jessop, seconded by C. Kruger, it was voted to authorize the Executive Director to enter into a contract with Inglewood Development for renovation of AW project, kitchen and bathrooms in an amount not to exceed \$644,163. Unanimous

APPROVE LOW BIDDER FOR JOHN NUTTING PROJECT: Upon motion by P. Jessop, seconded by L. Quinn, it was voted to authorize the Executive Director to enter into a contract with Inglewood Development for John Nutting project in an amount not to exceed \$626,000 which would include a base bid in the amount of \$618,000 + Alt 1 \$8,000. Unanimous

UPDATE ON AHA/FCRHRA FRAUD CASE: D. LeDuc explained the status of the ongoing fraud case. House closing is scheduled for 5/29/2015. Attorney for Trust wanted parties to agree that they would take \$85,000 (\$66,000 to AHA with balance to FCRHRA) and put in a trust to give opportunity for any people scheduled to be part of will to appeal. If by December 15, 2015, if no appeal is made, monies would automatically be released to the Housing Authorities.

SECTION 8 FAMILY SELF SUFFICIENCY (FSS)/HOMEOWNERSHIP:

P. Jessop heavily favors a program like this and supports homeownership program and would like to continue moving forward. C. Kruger commented that AHA is not qualified or able to do a homeownership program. However, AHA will need to have funded staff capacity or potentially contract out with another agency. L. Quinn commented that she would like to know what happened to prior FSS program. L. Quinn asked if CPA funds could be used for the homeownership program.

P. Jessop suggested a small sub-committee to meet with Executive Director and establish a time to meet.

T. Boutilier added further discussion that the FSS program is completely a separate program from homeownership.

BOARD AND TENANTS- VISIBILITY AND OUTREACH: L. Quinn asked for the status of the media intern to tape the AHA board meetings. C. Kruger suggested that the staff put an advertisement out again this year for an intern. T. Boutilier suggested going to residents and tenants to seek out an intern.

P. Jessop left meeting at 5:55 p.m.

DEFINING TENANT: C. Kruger commented that her understanding of a "tenant" refers to tenants in properties owned/managed by the AHA. Section 8 recipients do not have a lease agreement with AHA. T. Boutilier stated that HUD's definition of a tenant is accepting payments from AHA.

REVIEW OF UNIT VACANCIES: Not reviewed

DIRECTORS REPORT: Included in Board packet D. LeDuc updated the board that the Housing Manager was leaving the AHA and taking on the E.D. role for the Palmer and Brimfield Housing Authorities. D. LeDuc handed out copies of the MASSNAHRO training schedule for Commissioners and advised that DHCD would be coming out with a training sometime in the futures, and the AHA would pay for these Commissioner trainings.

CHAIR'S REPORT: None

OTHER BUSINESS- NOT ANTICIPATED WITHIN 48 HOUR NOTICE:

PUBLIC COMMENT: None

ADJOURN: There was discussion on the next board meeting. The next meeting would be the 4th Monday, June 22nd, and it was identified that it might not be good, the date of June 23rd was discussed and the board learned from an AW resident that the room was booked on Tuesday nights from 5:00 to 7:00 p.m. Further discussion occurred on whether

the meeting could happen at town hall, and it was recommended that the Executive Director find out if it was available. Another recommendation was whether the meeting could occur on Monday, June 29th, one member could not make the 29th and P. Jessop had already left the meeting, and would need to determine if he was available. A motion was made by L. Quinn, seconded by T. Boutilier, it was voted to adjourn this meeting until the next regular meeting of the Board on Monday, June 29, 2015 at 4:30 in the community room of Ann Whalen Apts., 33 Kellogg Ave., Amherst, MA. Meeting adjourned at 6:31 p.m.

MATERIALS DISTRIBUTED:

Agenda June 1, 2015

Minutes, Annual Meeting, May 4, 2015

Minutes, Regular Meeting, May 4, 2015

Accounts Payable Warrant, April 2015

GHA/FCRHRA Family Self Sufficiency Action Plan- dated September 21, 2011

FSS & Homeownership Programs for Board Discussion document

CHAPA document- Implementing a Section 8 Homeownership Program

Executive Director's Report- May 2015