

Housing Authority Minutes 02/02/2016

The Regular meeting of the LHA was held on Tuesday, Feb. 2, 2016 at 4:30 PM at the Curtis, 6 Main St.

- The meeting was called to order by Chairman C. May at 4:32 PM.
- Roll Call: Present –C. May, Chairman/State Appointee

M. Pero, Vice Chairman
D. Kirby, Treasurer
T. Sorrentino/ Member
M. Joyner, Exec. Dir.
Absent - J. Ward, Member Others: D. Vivian, J. Valeriani

- Agenda:

- Verizon Wireless interest in leasing Curtis space

David Vivian representing Verizon presented information to the board concerning their interest in leasing a portion of the Curtis to install equipment and cellular panels on the roof. Two design options portraying location of any/all necessary equipment, generator, cell panels, building wiring, and grounding were reviewed as well as photos for visual assessment. Space would be needed outside Curtis, in the attic, and cellar. The benefit would be to have more coverage for West St./Tanglewood; radius of coverage would be approximately ½ mile, and income to the authority. The LHA structure (chimneys/elevator shaft) would have to be guaranteed before any installation could be done. An LHA engineer would have to oversee design, and installation.

J. Valeriani presented process forward if LHA votes to proceed. An RFP advertisement would have to be posted in local paper and Central Register. Any carrier could apply, LHA would choose carrier after reviewing best design and most rental income, if LHA not happy with any of the proposals has right to refuse. A template RFP, and lease example were presented. LHA must vote to proceed to RFP or not. C. May and M. Pero were in favor of holding a special meeting to be scheduled with full board to further discuss pros and cons of proposal and make final decision.

- b. Tenant Forum

A meeting was held 1/29 for any tenants interested in using the art room space. Only three attended. E. Jacobson will sign a key agreement for this space with stipulation that if LHA has another use for this space it will be vacated within a reasonable amount of time.

- c. Minutes Jan. meeting

M. Pero made the motion to approve the Jan. minutes, T. Sorrentino seconded,
All members in attendance voted in favor.

- d. Curtis Commercial Space

\$ 9044.22 was transferred to 4001 (Elderly), 1/31/16 balance \$54,224.84. All State Construction has completed 2 zone valves and the heat issues in the pharmacy space have been resolved.

- Accounts Payable

The Dec. balance sheets were presented for review, the 4001 (Elderly) account balance is approximately \$112,302.00 (no Feb. rents), \$5283.32 was transferred from 689 (Handicap) account. M. Joyner reported that DHCD has reinstated two Fish projects for FY'16 - \$10,000 windows, and \$15,000 kitchens. Apparently it did not make a difference which year our money was charged to. CIP has been overspent in prior years.

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LHA is appreciative of their reconsideration; this funding will allow these two important ongoing projects to continue. FY'16 budgets have been approved, retro checks have been issued.

- Old Business

Turnure Terrace flooding project – Exec. Dir. has been given permission to solicit a new engineering firm. She will be contacting White Engineering, Foresight Engineering, and Berkshire Engineering asap.

- Vacancies

Curtis/0, TT/2 offline, Families/1-eviction, LHA received possession of B 102 on Feb. 1, 2016. If necessary a small claim will be filed to attempt to collect back rent/court fees of \$4045.88.

- TT – 32 side hot water issue

It was determined that a hot water pump failed, it will be replaced, and warrantee will be investigated.

- New Business

Exec. Dir. presented 2015 Lenox Town Report for board review. Additional wording for the commercial space was suggested by M. Pero. Board approved this wording, Exec. Dir. will include in report and it will be submitted to Selectmen.

Affordable Housing – E. Jacobson submitted a brief update of meeting held on 12/8/15 subject of District Local Technical Assistance funds to assist with completion of needed documents and research.

All Town Board meeting to be held on Feb. 9, 2016 to discuss potential changes to Lenox Zoning Bylaws.

4. C. May adjourned the meeting at 6:30 PM.

Respectfully Submitted,

Martha Joyner, Secretary
Executive Director