

The **REGULAR** meeting of the LHA was held on Tuesday, August 10, 2021 at 4:30 p.m. at Turnure Terrace, 36 Old Stockbridge Road.

The meeting was called to order by K. Graham at 4:30 p.m.

1. Roll Call: Present K. Graham, Vice Chairman,
D. Prew, member, C. Ramsey, member
B. Heaphy, Executive Director,
Others Present- J. Mercer, Commercial Property Manager,
Shannon Miller, Administrative Assistant,
3 tenants from the Curtis, 7 tenants from Turnure Terrace,
Sonja Bykofsky, local resident, CTSB-TV Videographer
Absent – D. Kirby, Chairman

K. Graham opened the meeting by stating there were no requests from anyone to Speak at tenant forum. The cell antenna lease agreement is not on the agenda and Will not be discussed today. In the future there will be opportunities for tenants to Speak as long as the process is followed. At last month's meeting, as a courtesy, we Opened it up to tenants. When that discussion ended and we wanted to move on and Address the rest of the agenda, there was constant loud talking and commotion from The large group in attendance. Members repeatedly asked for quiet and these requests Were not met. We were forced to move the meeting into the office and kept the door To the public. Some of the group attended.

Tenant Forum: No requests

- b. **Minutes:** Motion made by C. Ramsey, seconded by D. Prew to approve the minutes of the July meeting. All members vote in favor.
- c. **Curtis Commercial Space:** Jim reported that the new leases have been signed with tenants in the old Yoga studio. They have hired a contractor at their cost to divide the Space into two offices.
Also, there was a ceiling leak into the pharmacy office area that Joe, the owner discovered. It was coming from the apartment above and has been repaired.

d. Accounts Payable:

Barbara reported that as of June 30, 2021, 689 balance is \$85,898.93. 4001 balance is \$152,798.29. Commercial balance is \$95,917.02. Commercial savings is \$60,594.79.

Old Business:

Vacancies – One vacancy at Turnure Terrace is being offered and shown. As of August 1st, there are two more vacancies at Turnure Terrace. A new two- bedroom family list has been pulled.

Waitlists – 955- elderly/handicapped, 2672 - families.

Building Property Maintenance – The following is a list of Capital projects in the works at Different stages:

The exterior light poles at Turnure Terrace have been done at a final cost of \$18,650.

Roof replacement at 45 Golden Hill Road is just about complete. The skylights have to be Installed. Project cost is \$21,800. Two bathroom renovations at 25 West Street are in The works at a cost of \$46,566. Roy Brown, Architect has submitted the scope of

Services.

The Curtis window trim project will go out to bid on August 11. Bids due back by September 1st. Bradley Architects is overseeing this project. Cost is \$121,899. The advertisement To bid will be placed in the Berkshire Eagle.

Exterior door replacement at Turnure Terrace – Phase 1 at \$40,000. Bradley Architects has Submitted scope of services.

The Curtis parking lot final landscaping and tree planting has yet to be done. Saltmarsh Construction has been paid \$74,575 and are owed \$3, 925. When all work is complete.

Regulatory Updates- none

Town of Lenox – Cell antenna: See above tenant forum

Personnel Issues – none

Public Housing Notices- PHN 2021 -14: Performance Management Review changes- DHCD will be Implementing Fair Housing Criteria in its PMR review.

New Business:

Certificate of Final Completion- Exterior Light Poles at Turnure Terrace:

Motion made by D. Prew, seconded by C. Ramsey to approve the Certificate of Final Completion For the Exterior light pole Health and Safety Project at Turnure Terrace. All members voted in Favor.

Requisition for Payment #1 to Larochelle Construction for roof replacement at 45 Golden Hill Road in the amount of \$15,532.50. Motion made by D. Prew, seconded by C. Ramsey to Approve payment. All members voted in favor.

Adjournment:

Motion made by D. Prew, seconded by C. Ramsey to adjourn at 4:45 p.m. All Members voted in favor.

Next meeting –

Respectfully Submitted,

Barbara Heaphy
Secretary/Executive Director

The SPECIAL meeting of the LHA was held virtually on Wednesday, September 15, 2021 at 11:00 a.m.
The meeting was called to order by D. Kirby at 11:00 a.m.

1. Roll Call: Present D. Kirby, Chairman
K. Graham, Vice Chairman,
D. Prew, treasurer, C. Ramsey, member
B. Heaphy, Executive Director,
Others Present- Shannon Miller, Administrative Assistant,
Sonja Bykofsky, local resident, unidentified attendant
Absent – none

2. Address and Respond to the Open Meeting Law complaint filed with the Attorney General's Office
By Sonja Bykofsky:

1: On 7/13/21 the camera man from CTSB-TV arrived 30 minutes before the start of the Board meeting. Two Board members and the Executive Director were in the office. The gentleman stopped by the office, identified himself and said he would be filming the meeting which was to take place in the Community Room. He went to the Community Room to set up. The Community Room has a locked security door for the safety of the tenants. Tenants, Executive Director and Maintenance person have keys to this door.
According to Ms. Bykofsky's complaint, the camera person was intentionally prevented from entering the Curtis property by two different people who told him the meeting was private. Board agrees that the camera man, instead of leaving the building, should have come back to the office and the Executive Director would have let him in.
However, in the future, to prevent something like this from happening again, a board member has volunteered to be in the Community Room 15 minutes before start of meetings to open door for anyone wanting to attend.

2: After the tenant forum, the crowd began talking amongst themselves and were repeatedly Asked by Board members to quiet down for well over 5 minutes. The crowd did not comply And the room was too noisy to finish conducting the rest of the meeting. Chairman announced we would be moving to a quieter location and invited everyone to join us. The Board proceeded to the Executive Director's office, left the door open and finished addressing the rest of the agenda. Some of the crowd followed the Board to the ED's office. If the crowd had complied, the Board would have moved back to the larger Community Room.

Sonja Bykofsky was asked if she had anything to contribute and she said it was not her Understanding that she respond.

- 3: Adjournment:
Motion made by K. Graham, seconded by C. Ramsey to adjourn at 11:20 a.m.

Respectfully Submitted,

Barbara Heaphy
Secretary/Executive Director