

The **REGULAR VIRTUAL** meeting of the LHA was held on Tuesday, September 8, 2020 at 4:00 p.m.  
The meeting was called to order by Chairman, C. May at 4:00 p.m.

1. Roll Call: Present – C. May, Chairman, D. Kirby, Treasurer,  
T. Sorrentino, member  
B. Heaphy, Executive Director, J. Mercer  
Tenants – S. May, C. Ramsay, T. Miller  
Absent – D. Prew, Member

- a. **Tenant Forum:** No requests.
- b. **Minutes:** Motion made by T. Sorrentino, seconded by D. Kirby to approve the minutes of the July 30, 2020 meeting. All members voted in favor.
- c. **Curtis Commercial Space:**  
J. Mercer reported that he's waiting for the plans for the new Pharmacy door. Dan Downer from Hill Engineering is working on them. Funding for the door will come from the Commercial account.

**d. Accounts Payable:**

Barbara reported that as of July, 2020, 689 balance is \$73,744.21. 4001 balance is \$124,881.63. Commercial balance is \$94,529.19. Commercial savings is \$60,456.50. All but one rent is paid. Tenant has been making partial monthly payments as per repayment agreement.

**Old Business:**

**Vacancies** – There are two vacancies at the Curtis. As of 8/31. There is one family unit vacant that needs a lot of work. A three-family unit is vacant as of 8/31. There is one vacancy at Turnure Terrace. **Waitlists:** 609 – elderly: 22 local, 18 veterans, 2 local/vet. Waitlists – 533 elderly- 26 local, 26 veterans, 3 local/vet. 1686 families 10 local, 26 veterans. There are around 505 family applicants that don't qualify here because there are only two- and three-bedroom apartments and they've requested a different bedroom size.

**Building Property Maintenance** – The Curtis parking lot project began on August 31<sup>st</sup>. Tenants moved their cars on one side. That side and the driveway with additional Parking spaces added, will be done first. The other side will be done after first side is paved. The contract is for 70 days with completion date October 26, 2020.

**Regulatory Updates** – State quarantine order travel guidance: out of state travel to higher Risk areas is strongly discouraged among staff. Employees are expected to take vacation Time with the importance of taking a break from responsibilities of work particularly Given the unique stresses of 2020.

**Town of Lenox** – The cell antenna project update: Due to current circumstances with the Pandemic, a virtual meeting with tenants, board, town officials and Anthony LePore, Consultant, will be scheduled. Atty. LePore sent a proposal to evaluate and negotiate the Cell antenna project on the Curtis roof. He is willing to speak to the tenants and answer Any questions they may have as to what potential installation of this equipment may Mean. Tenants want to know why the Curtis? It is the highest location in town to receive A signal. This is a Town project and Board would like Chris Ketchen, Town Mgr., to speak

At the tenant meeting about the importance of this project.

Chris Ciolfi of Evolution, was the high bidder. Motion made by T. Sorrentino to let Chris Ciolfi know that the Housing Authority is still exploring and has not yet made a formal Decision to move forward. Diana seconded the motion. All members voted in favor.

Personnel Issues - none

Public Housing Notices – -DHCD recommended procedures and protocols for Housing

Authorities: Maintaining all face mask wearing, social distancing and hygiene protocols.

Resume in unit resident services, maintenance, capital projects, maintaining mask

Wearing, social distancing and hygiene practices. Continue frequent cleaning of common

Touch points: doors, handrails, bathroom surfaces, handles, counters, elevator buttons.

Provide access to hand washing facilities and cleaning products. Continue holding remote

Meetings or hold outside or in a well -ventilated room. Reopen community rooms with

Restrictions: require face masks, limit total number of people to such that can maintain

Six feet of social distance between each person – 8 per 1000 square feet or 25 people

Whichever is less.

**New Business:** Shannon Cella organized the repainting of parking lot lines at Turnure

Terrace. Each space has been numbered as well. Now tenants have assigned parking and

It's working out well.

Trilby Miller, a tenant is asking for reimbursement from the Housing Authority for \$750 legal

Fees as a result of being served by the courts for harassing another tenant. The judge

Dismissed the case. The tenant pressing charges lived next door to Trilby. Housing

Offered to move Trilby to another apartment and paid for the move which was \$900.

Trilby still feels the other tenant is a danger to others. Barbara has referred the case to

The Resident Service Coordinator and Berkshire County Regional Housing Authority.

Protective Services can be called if necessary. Board agreed to table this until next month.

D. Kirby will ask D. Prew if she is still interested in serving on the Board as she has missed

Several meetings. There is an opening since L. Messina resigned. Kim Graham is interested

And Diana's daughter-in-law is, as well. There are two likely candidates. Annual meeting

To elect officers won't take place until new members are appointed.

**Adjournment:**

Motion made by D. Kirby, seconded by C. May to adjourn at 5:06 p.m. All

Members voted in favor.

Respectfully Submitted,

Barbara Heaphy

Secretary/Executive Director