

The **REGULAR VIRTUAL** meeting of the LHA was held on Tuesday, April 6, 2021 at 4:30 p.m.

The meeting was called to order by C. May at 4:32 p.m.

1. Roll Call: Present – C. May, Chairman/State appointee, D. Kirby, treasurer, T. Sorrentino, member, K. Graham, member
B. Heaphy, Executive Director, J. Mercer, Commercial Property Mgr.
Others Present- tenants: S. May, D. Sheldon, C. Ramsay

Absent – D. Prew, member

- a. **Tenant Forum:** No requests.
- b. **Minutes:** Motion made by D. Kirby, seconded by K. Graham to approve the minutes of the March meeting as amended. All members vote in favor.
- c. **Curtis Commercial Space:**
J. Mercer reported that Lenox Yoga will be out of the rental space by the end of April. He showed the property to a retail tenant possibility and also has another prospect. Jim will get prices for some exterior painting on the Curtis porch.

d. Accounts Payable:

Barbara reported that as of February 28, 2021, 689 balance is \$87,786.29. 4001 balance is \$155,465.85. Commercial balance is \$86,121.82. Commercial savings is \$60,543.41. All rents are paid in February.

Old Business:

Vacancies – List #8 has been pulled for the two-bedroom family unit. 170 applicants have been notified so far. Barbara will reach out to other Berkshire County Housing Authorities for a possible family in need of a two bedroom. There are four vacancies at Turnure Terrace. Waivers have been granted for extensions on length of vacancies.
Waitlists – 774 elderly- 4 local, 15 veterans, 2 local/vet. 2256- families- 10 local, 23 veterans. There are around 700 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 -

Mike continues to take care of maintenance issues as they arise. He cleans and sanitizes Daily. Upcoming capital projects are: painting outside window trim at the Curtis. Bradley Architects have submitted a work order. Outside door replacement at Turnure Terrace-phase One. Specs are being drawn to replace light poles at Turnure Terrace. Architect has been Assigned to the roof replacement project at 45 Golden Hill Road. Also, two bathroom Renovations at 25 West Street are being looked at by same architect.

Regulatory Updates- none

Town of Lenox – Cell antenna: Anthony LePore could not attend the meeting but wanted Members to look at a list of questions regarding the proposed lease agreement. Questions Were sent to them before meeting. The board was not comfortable answering these Questions. There are experts for that. Barbara will reach out to DHCD to and also the Town Administrator and planner.

Personnel Issues—Resident Service Coordinators: Karen Lewis, Christine Straub and Shannon Cella coordinated the second vaccine clinic on April 1st. All tenants who wanted it are now Vaccinated.

Public Housing Notices- Updates on the CHAMP tenant selection system and service request User guide. Received notification of a stockpile of free PPE from the state. A shipment of Masks, wipes, gloves and hand sanitizer was delivered.

New Business:

The Housing Authority Contract for Financial Assistance (CFA) was amended to increase by \$314,104, extending the contract date to 2024. It needs a board vote and C. May's signature. T. Sorrentino made a motion to accept the amended CFA. D. Kirby seconded it. All members Voted in favor.

Update on tenant appointed Board Member – deadline for letter of interest submission: April 5th. Selectmen have 30 days from that date to choose.

This is Tess Sorrentino's last meeting as a board member of the Lenox Housing Authority. The Lenox Housing Authority is indebted and grateful to Tess for these last eleven years. Thank you for your service.

Adjournment:

Motion made by K. Graham, seconded by D. Kirby to adjourn at 5:35 p.m. All Members voted in favor.

Next meeting – May 11 @ 4:30

Respectfully Submitted,

Barbara Heaphy
Secretary/Executive Director