

The **REGULAR** meeting of the LHA was held on Tuesday, March 8, 2022 at 4:30 p.m.

The meeting was called to order by D. Kirby at 4:30 p.m.

1. Roll Call: Present D. Kirby, Chairman, K. Graham, Vice Chairman, D. Prew, Treasurer, C. Ramsey, member

B. Heaphy, Executive Director, J. Mercer, Property Mgr.

Others Present- Tenants: R. Pelicotti, A. Judd, E. Jacobson, T. Miller, D. Sheldon

Absent – None

- a. **Tenant Forum:** Amy Judd, President of the newly formed LTO stated that she and the Board have been working with the Mel King Institute to follow all protocols to forming an LTO. Bylaws have been written and a letter of recognition submitted to the Housing Authority. Motion made by K. Graham, seconded by C. Ramsey to recognize the LTO and approve their bylaws. All members voted in favor.

- b. **Minutes:** Motion made by D. Prew, seconded by C. Ramsey to approve the minutes of the February meeting. All members vote in favor.

Curtis Commercial Space: J. Mercer reported that the commercial bathroom plans have been finalized to go out to bid. Salco Construction, a local company has been notified and showed an interest in bidding on this project.

- c. **Accounts Payable:**

Barbara reported that as of January 31, 2022, 689 balance is \$90,926.53. 4001 balance is \$105,092.72. Commercial balance is \$124,441.75. Commercial savings is \$60,683.98

Old Business:

Vacancies – There are two vacancies at The Curtis. An applicant was offered one and Refused last minute. There are two vacancies at Turnure Terrace. One was shown to an Applicant.

Waitlists – 547 – elderly, 426- elderly/handicapped: 7 local, 22 veterans, 2 local/veterans

3405 – families: 16 local, 49 veterans, 2 local/veteran

968 1br, 1995 2br, 1100 3br, 165 4br

All but two rents were paid in January. One tenant owes \$166.80 and has a repayment agreement. The other owes \$278 and is working on paying it off as well.

Building Property Maintenance –

Another small ceiling leak was discovered in the Curtis Community room. Salco Construction came and looked at it. Initially, the apartment above was the probable Source but was not the case. The Salco contractor said it could be run off from ice Melting and to keep an eye on it.

Mike has been keeping up with clearing sidewalks and plowing when needed. He's Been working in vacant apartments as well.

Capital Projects Update:

25 West Street Kitchen and Bathroom Renovation –

A Notice to Proceed was issued to CVC Installations on March 1st to begin the Bathroom renovations at 25 West Street with a 60 days completion date.

Regulatory Updates – Tri-Town Health mask update -Mask mandates have been replaced With advisories. Masks should be worn indoors by fully vaccinated individuals with weakened Immune systems, to protect someone at high risk or is unvaccinated. Masks are still required In certain settings including transportation and health care facilities.

Personnel Issues – Mike Sullivan could use a part-time helper. This individual would help with Snow removal and mowing. Also, would fill in when Mike is on vacation. There is someone Interested who came in and could start immediately. He would start at \$20 an hour. Motion Made by C. Ramsey, seconded by D. Kirby to approve the hiring of a part time maintenance Person. All members voted in favor.

Public Housing Notices- PHN 2022-03

Fair Housing Marketing Plan (FHMP) – Housing Authorities are required to biennially determine whether percentage of each minority group is significantly lower than Town percentage. If so, shall update and implement FHMP to ensure affirmative outreach to minority group. Currently, the minority rate in Lenox is 1.79%. The Housing Authority is at 1.96% in elderly housing and 25% in family housing.

K. Graham asked how to go about developing more housing for the elderly. Barbara will look into It.

New Business:

Capital Plan 2023

Barbara and Hugh MacKay from RCAT have just started working on it. Some upcoming And projects are:

- Replacing the siding on the 40 side at Turnure Terrace
- Upgrade bathrooms in the Community Room at Turnure Terrace and the Curtis
- Finish updating kitchens and bathrooms in the family units – about ½ are done
- New deck at 25 West Street
- Renovate other bathroom and kitchen cabinets at 25 West Street
- New driveway at 45 Golden Hill Road

On behalf of the Academy Garden Club of Lenox, Vicky Salvatore asked if the Club could hold their annual flower show on the porch of the Curtis. The show would be one day – August 6th or 13th. Tables would be set up the night before. Flowers would be delivered Saturday morning around 10. Posters would be hung around town. Vicki said the Club was willing to make a donation to the Housing Authority. It was mentioned that a donation could be put toward the flowers purchased for the window boxes. The Board agreed that this would be a nice event for the tenants.

Adjournment:

Motion made by D. Prew, seconded by K. Graham to adjourn at 5:02 p.m. All Members voted in favor.

Next meeting – April 12, 2022 at 4:30 p.m. at The Curtis

Respectfully Submitted,

Barbara Heaphy
Secretary/Executive Director