

The REGULAR meeting of the LHA was held on Tuesday, December 5, 2017 at 4:30 pm at Turnure Terrace, 36 Old Stockbridge Road.

1. The meeting was called to order by Chairman C. May at 4:30 PM.
2. Roll Call: Present – C. May, Chairman/State Appointee, M. Pero, Vice Chairman, D. Kirby, Treasurer, Linda Messina, member, B. Heaphy, Executive Director
Absent - T. Sorrentino

C. May welcomed Linda Messina to the board. With her property management experience, she will be a good fit. Also, she is well known for giving back to the community.

Agenda:

a. Tenant Forum: No requests

This is an opportunity for tenants to express concerns or bring up issues; some in the past have been controversial. State mandated tenant participation on board is pending passed legislation.

b. Minutes : November meeting

Motion was made by M. Pero, seconded by D. Kirby to approve November minutes. All in attendance voted in favor.

c. Curtis Commercial Space:

Jim couldn't make the meeting. The board was disappointed that Jim couldn't make the meeting. Barbara will notify Jim of the next meeting to be held on January 9, 2018. Barbara reported that the architect, Tom Chalmers and an engineer came to look at the bathroom space on November 27th. Jim Mercer was present. Tom said it would be difficult to make the space ADA compliant because of the location of the large window. Installing grab bars and railings will be a challenge. Removing the window would involve the Historic District. Tom suggested leaving the window and putting a glaze over it but boarding it up on the inside and making it a wall for grab bars and railings. The board wants Jim involved in the Commercial Bathroom project especially if the Historic District and Building Inspector should be contacted. Other options were discussed: After remodeling, making the bathrooms off the community room available to the Commercial tenants by making an entrance for them from the back. However, this could become a security problem.

Accounts Payable: October balance sheets – 689 balance is \$65,010.32. 4001 balance is \$136,966.76. Commercial Balance as of 10/31/2017 is \$94,730.25. Commercial Savings is \$60,055.99.

d. Old Business:

There is one vacancy at the Curtis ready for occupancy. I have had three refusals so far. There is one vacancy at Turnure Terrace that will need work. Two apartments at Turnure Terrace are offline.

Tess Sorrentino joined the meeting.

Top five salaries and Yearend financial statements were signed by all board members.

New Business:

New legal agreement with Patricia LaFore – Atty. Lafore's contract is up for renewal with no increase in monthly fee of \$125.00. Motion made by M. Pero, seconded by D. Kirby to approve Patricia's contract for 2018. All members voted in favor.

Tess will bring to the next meeting, new bank signature cards for board members to sign.

Goals for 2018 at Turnure Terrace:

-Update the Community Room – Barbara will start by replacing the stove.

-Take two apartments off-line

e. Adjournment:

Motion made by D. Kirby, seconded by L. Messana to adjourn at 5:50 pm. All members voted in favor.

Next meeting: January 24, 2018

Respectfully Submitted,

Barbara Heaphy
Secretary/Executive Director