

## Housing Authority Minutes 9/13/16

The REGULAR meeting of the LHA was held on Tuesday, Sept. 13, 2016 at 4:30 PM at the Curtis, 6 Main St.

- The meeting was called to order by Vice Chairman M. Pero at 4:30 PM.
- Roll Call: Present – M. Pero, Vice Chairman

D. Kirby, Treasurer  
J. Ward & T. Sorrentino, Members  
M. Joyner, Exec. Dir.  
Absent - C. May, Chairman/State Appointee  
Others – None

- Agenda:
  - Tenant Forum – No requests
  - b. Minutes – August Regular meeting  
T. Sorrentino made the motion to accept August regular minutes, D. Kirby seconded. All in attendance voted in favor. J. Ward was absent at Aug. meeting did not vote.
  - c. Curtis Commercial Space  
No transfer to 4001 (Elderly) account. Aug. 31, 2016 checking balance was \$60,024.84.
  - d. Accounts Payable  
The July balance sheets were presented for review. No transfer to 4001 (Elderly) from the 689 (handicap), current balance is approximately \$ 130,000.00. The FY'17 Capital Improvement Plan was presented/discussed. Projects for this year are Turnure Terrace windows/siding , LED lighting and site work to address flooding , West St. roof replacement, and Curtis LED lighting. D. Kirby made the motion to approve the plan as presented, J. Ward seconded and all in attendance voted in favor. The FY'16 Lead Paint Certificate of Compliance was presented with additional wording "to the best of our knowledge", and all members present signed. It will be sent to Cybersense as part of our Capital Improvement Plan and to Asset Manager Carolina Gonzalez.
  - e. Old Business  
The Turnure Terrace heat detectors will be replaced sometime in Oct. T. Sorrentino asked about call alert for that community room – Exec. Dir. contacted EMT Chris Long and was told a GPS upgrade can be put on a call alert if necessary. This ensures a person will receive help wherever they are. Tenant was given this information. Board determined that there is no need to go to the expense to install a unit at this time.  
Exec. Dir. stated that the changing of email addresses for her and board members is progressing.
  - f. State Fire Marshal Reply  
State Fire Marshal Peter Ostroskey replied to our request for information on 8/24/16 concerning the 4/11/2013 Curtis fire. He states that this matter is still under active investigation and that his office intends to pursue criminal charges against the alleged suspect, former tenant Kate Callahan. This will be vigorously pursued in conjunction with the Berkshire County DAs Office and to that end he is not allowed to release any other information or reports while under investigation. If anyone has any information that may be helpful please contact the authorities.
- Contracts  
  
The three year contract for trash/recycles is effective 10/1/16 with Daley and Sons with a monthly increase of approximately \$32.00. The Otis elevator three year contract effective 10/1/16 has a decrease of approximately \$ 559 for the first year. The yearly maintenance contract for the generator is with Kinsley Power (still under warrantee) in the amount of \$2542. This is a 1% increase. The bulk cable monthly rate was decreased to \$16.50 + tax/fees by Spectrum. This keeps the tenant's rate unchanged. Maintenance quotes for all gas boilers were solicited- Exec. Dir. will contact one more business before a decision is made.
- Regional Capital Assistance Team  
  
The team made a site visit on 8/17/16, and the Director for our region visited today.
- Vacancies  
  
Curtis/0, TT/2 offline, Families/0  
Exec. Dir. received a notice that LHA will be fined as of Oct. 1 if waiver request for 2 flooded units is not extended. This will be taken care of in the system asap.

- New Business

**Fence, trees, gutter - Library** – Exec. Dir. has contacted Town Manager and Library Director to discuss unsafe conditions & to come up with a resolution that is best for all.

**Mass NAHRO LHA Housing Management Items** – Aug. 4 and Sept. 8 Housing Committee Notes were distributed to board members for their review.

**LHA write-off vote**, Exec. Dir. requested a board vote to write-off a move out account in the amount of \$4263.46 thereby adhering to our policy. A supplemental process will be filed to continue pursuit of the monies owed.

4. M. Pero adjourned the meeting at 5:15 PM.

Respectfully Submitted,

Martha Joyner, Secretary  
Executive Director