

The **REGULAR** meeting of the LHA was held on Tuesday, January 7, 2020 at 4:30 p.m. at Turnure Terrace, 36 Old Stockbridge Road.

The meeting was called to order by Chairman Messina at 4:50 p.m.

1. Roll Call: Present – L. Messina, Chairman, C. May, V. Chairman/State Appointee, T. Sorrentino, Member (by phone), B. Heaphy, Executive Director, J. Mercer
Absent – D. Kirby, Treasurer

- a. **Tenant Forum:** No requests.
- b. **Minutes:** Motion made by T. Sorrentino, seconded by C. May to approve the minutes of the December 19th meeting. All members voted in favor.
- c. **Curtis Commercial Space:**
J. Mercer reported that The Lenox Pharmacy has renewed its lease beginning August 1, 2020 for 5 more years with an 8% increase. Apella Capital has renewed its lease beginning May 1, 2020 for 5 more years with a 5% increase.
Jim will get some prices on changing out the Pharmacy door and making it accessible. The Walker Street entrance to the Commercial shops will be painted in the spring. Everyone loves the new carpet in the hallway.
T. Sorrentino suggested it would be best to wait until March or April to transfer Commercial Funds to a CD.
- d. **Accounts Payable:**
Barbara reported that as of November 30, 2019, 689 balance is \$76,541.58. 4001 balance is \$123,204.91. Commercial balance is \$104,121.44. Commercial savings is \$60,355.26.
- e. **Old Business:**
Vacancies – There are no vacancies at the Curtis, one vacancy at Turnure Terrace.
Waitlists – 400 elderly- 20 local, 13 veterans, 5 local/veterans. 996 families- 6 local. There are around 150 family applicants that don't qualify at the Lenox HA because there are only two and three bedroom apartments.
All but one rent is paid. Tenant has entered into a repayment agreement.
Building Property Maintenance – There seems to be more plumbing issues than the usual. Currently, two different plumbers are on call because they are so busy and hard to get right away. A shower pipe from a tenant's apartment above the pharmacy, started leaking down through the pharmacy's drug supply room. A contractor was called to rip out the ceiling and some wall areas to find a leak e plumber came to fix it. The snow and ice this season have kept Mike and Rusty very busy, especially the ice. The parking lot reconstruction project will go back out to bid in February.
The bill for water damage at Turnure Terrace from Catamount is \$4390. New kitchen Cabinets for one of the apartments have been ordered and will be installed bringing Total to about \$10,000. This claim amount will be submitted to the insurance company.
Regulatory Updates – The Housing Authority's implementation of the New Champ Waitlist system will be evaluated in the next Performance Maintenance Review

Town of Lenox – RFP Cell antenna - Nothing to report.

Personnel Issues – none

Public Housing Notices –

New Business:

Formula funding award for FY23 - \$154,916.00.

f. **Adjournment:**

Motion made by C. May, seconded by T. Sorrentino to adjourn at 5:15 p.m. All Members voted in favor.

Next meeting - Tuesday, February 11th, 4:30 at The Curtis

Respectfully Submitted,

Barbara Heaphy
Secretary/Executive Director