

The **Annual** meeting of the LHA was held on Tuesday, June 14, 2022 at 4:30 p.m. at the Curtis, 6 Main Street.

1. The meeting was called to order by Chairman Diana Kirby at 4:30 p.m.
2. Roll Call: Present – Diana Kirby, Chairman, Kim Graham, Vice Chairman, Deb Prew, Treasurer, Carol Ramsey, member
Absent - none
Others Present – B. Heaphy, J. Mercer, T. Miller, B. Pelicotti, A. Judd
3. Agenda:
Board Reorganization
After a brief discussion, the board voted unanimously for the following slate of officers:
Deb Prew – Chairman, Kim Graham - Vice Chairman, Carol Ramsey – Treasurer, Diana Kirby - Member

The **REGULAR** meeting of the LHA was held on Tuesday, June 14, 2022 at 4:40 p.m.
The meeting was called to order by D. Prew at 4:40 p.m.

1. Roll Call: Present D. Prew, Chairman, K. Graham, Vice Chairman, C. Ramsey, Treasurer, D. Kirby, Member
B. Heaphy, Executive Director, J. Mercer, Property Mgr.
Others Present- Tenants: R. Pelicotti, T. Miller, A. Judd

Absent – none
 - a. **Annual Plan for Fiscal Year 2023** – Annual Plan was reviewed at meeting with LTO on June 6, 2022. The LTO had no questions or concerns with the Annual Plan but since they are newly formed, would like to revisit and address the Annual Plan in four months. Motion made by D.Kirby, seconded by C. Ramsey to approve the Annual Plan for 2023. All members voted in favor.
 - b. **Tenant Forum** – Amy Judd presented Barbara with the results of the tenant survey. Out 110 tenants, 35 returned surveys. Each board member took a copy of the survey to Review and be discussed at the next board meeting.
 - c. **Minutes:** Motion made by K. Graham, seconded by C. Ramsey to approve minutes of the May meeting. With amendment. All members vote in favor.
Curtis Commercial Space: Jim reported that contractor is coming out to sign contract Next week. Break room- kitchen for same commercial space is under \$10,000. Jim will Have quotes at next meeting.
 - d. **Accounts Payable:**
Barbara reported that as of April, 2022, 689 balance is \$102,299.98. 4001 balance is \$99,520.38. Commercial balance is \$132,009.55. Commercial savings is \$60,720.51.
- Old Business:**
Vacancies – Apartment in the Curtis was leased up June 1st. There is one vacant at the Curtis. One vacancy at Turnure Terrace.
Waitlists – **484** – elderly, **501** - elderly/handicapped: **12** local, **51** veterans, **1** local/veterans
families: **17** local **53** veterans, **1** local/veteran
2151 2br, **1176** 3br

All but two rents were paid in May. One tenant owes \$189 and is on a payment plan.

A family owes \$101 for May.

Building Property Maintenance

Mike and Tim replaced the door on the garage behind the Curtis. The plan is to paint the garage when there is some down time. While Mike is on vacation for 10 days, Tim has been filling in for Mike and it's working out well.

Capital Projects Update:

25 West Street Kitchen and Bathroom Renovation

CVC Installations has four hours of work left in the bathroom but there was an outbreak of Covid in the house so the contractor can't return until it is safe to do so.

The Curtis Window Trim Painting

O'Byrne Painting is almost done. Balustrade panels above the posts in front are rotted. Panels need to be replaced, then painted. A change order must be completed by O'Byrne Painting, reviewed by the Housing Authority and construction advisor.

New Commercial Bathroom

The kick off meeting will be scheduled when the contractor, Rick Moreira from Northeast Construction has all of his insurance documents. The project will then begin.

Exterior Door Replacement Turnure Terrace – Phase 1

Seven bids came in on this project to replace the outer door on each building of the 32 side. LaRoche Construction was the low bidder at \$27,950. This company replaced the roof at 45 Golden Hill Road a few years ago. There were no problems. Bradley Architects has worked with this contractor on several projects and their paperwork, management and quality of work are all good. Bradley Architects recommend their bid of \$27,950 be accepted. D. Kirby made a motion to approve LaRoche Construction for the exterior door replacement project at Turnure Terrace. K. Graham seconded it. All members voted in favor.

Regulatory Updates – none

Town of Lenox – There was a vaccine/booster clinic on June 9th at the Community Center. Artwalk took place in Lenox last weekend and tenants had a tag sale on the Curtis Porch.

Personnel Issues – None

Public Housing Notices- 2022-8

Transfer requests supported by an approved request for reasonable accommodation/modification should be treated as a transfer for administrative reasons.

New Business:

LTO

Barbara met with the LTO officers on June 6th to answer questions regarding the Annual Plan. Since they are newly formed, there were no concerns to address at this time. In about 4 months they would like to address concerns for next year's plan.

Seacrest Conference:

Barbara and Shannon attended the Annual Housing Conference in Falmouth, MA on 5/22-25. Some of the sessions they attended were – Mock Board Meeting, Discrimination, Fair Housing And Reasonable Accommodations, Inter-tenant dispute and effective dispute resolutions, Abandoned property, how to win a court case, LTO Questions -contacts: The Massachusetts Union of Public Housing Tenants.

A few tenants at the Curtis have worked with Greenagers and put in two raised bed gardens behind the Curtis, between the family units.

Adjournment:

Motion made by K. Graham, seconded by D. Kirby to adjourn at 5:11 p.m. All

Members voted in favor.

Next meeting – July 12th at 4:30 p.m. at Turnure Terrace

Respectfully Submitted,

**Barbara Heaphy
Secretary/Executive Director**