

The **REGULAR VIRTUAL** meeting of the LHA was held on Tuesday, March 9, 2021 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, treasurer, T. Sorrentino, member, Kim Graham, member, D. Prew, member
B. Heaphy, Executive Director, J. Mercer, Commercial Property Mgr.
Others Present- Anthony LePore, Cell Antenna Consultant, tenants: Trilby Miller, Carol Ramsey
Absent – C. May, Chairman/state appointee

- a. **Tenant Forum:** No requests.
b. **Minutes:** Motion made by T. Sorrentino, seconded by K. Graham to approve the minutes of the February meeting. All members vote in favor.
c. **Curtis Commercial Space:**
J. Mercer reported that Lenox Yoga is not renewing lease. Sue Parsley will be out by 3/31/2021. Jim reached out to the pharmacy about expanding. They are not interested. Jim has an advertisement for lease sign posted in front of the available space. He has advertised in Berkshire Trade and Commerce.

- d. **Accounts Payable:**
Barbara reported that as of January 31, 2021, 689 balance is \$84,066.32. 4001 balance is \$143,877.12. Commercial balance is \$98,049.50. Commercial savings is \$60,531.81. All but one rent is paid. Tenant has been making partial monthly payments and is paid in full.

Old Business:

Vacancies – The two vacancies at the Curtis will be occupied on March 15th and April 15th. List #7 has been pulled for the 2- bedroom family unit. 145 applicants were notified so far. One vacancy at Turnure Terrace will be occupied on March 15th. Currently, there are two vacancies at Turnure Terrace.

Waitlists – 750 elderly- 4 local, 14 veterans, 2 local/vet. 2188- families- 10 local, 20 veterans. There are around 690 family applicants that don't qualify here because there are only two- and three-bedroom apartments and they've requested a different bedroom size.

Building Property Maintenance -

Mike continues to take care of maintenance issues as they arise. He's been keeping up with The sanding and salting daily. He sanitizes daily. The steam cleaner we wanted to purchase is Still out of stock. Stan Pitchko, RCAT project manager from DHCD is working on the scope and logistics for projects at 25 West Street that have been COVID restricted. Kitchen cabinet and counter replacement and bathroom renovation. At our discretion, we may proceed if residents and staff have been vaccinated.

Regulatory Updates- none

Town of Lenox – Cell antenna: Anthony LePore was present to review the draft lease Agreement with the board. Board members agreed this draft is a better format, more Detailed. Anthony stated it's customary to lease roof top space to a vender. It will be

Determined in the lease where equipment will go – attic or basement. Access and facility Limitations as well as financial terms will be addressed as well. Lease won't be executed until All required permits have been received.

Personnel Issues – T. Sorrentino thanked the Lenox HA staff for their work in planning And organizing the vaccine clinic at the Curtis for the tenants and staff of the LHA. On March 4th, the Lenox HA held the first vaccine clinic along with Resident Service Coordinators, Karen Lewis and Christine Straub, partnered with CHP. The second shot clinic is scheduled for April 1st.

Public Housing Notices- 2021-01 Changes pertaining to Town appointed board member.

New Business:

As of January 14, 2021, Town is required to appoint a tenant to the board. Tenant will fill the Seat of first board term to expire. The Town Clerk will determine that seat. All tenants will Be notified by the Housing Authority of the open seat and if interested must complete a Notice of intent and return it to the Town Clerk.

Annual meeting – T. Sorrentino recommended that it be postponed for now.

Adjournment:

Motion made by K. Graham, seconded by D. Prew to adjourn at 5:05 p.m. All Members voted in favor.

Next meeting – April 6th @ 4:30

Respectfully Submitted,

Barbara Heaphy
Secretary/Executive Director