

The **REGULAR VIRTUAL** meeting of the LHA was held on Tuesday, October 13, 2020 at 4:30 p.m.
The meeting was called to order by Chairman, C. May at 4:30 p.m.

1. Roll Call: Present – C. May, Chairman, D. Kirby, Treasurer,
T. Sorrentino, member, Kim Graham, member,
B. Heaphy, Executive Director, J. Mercer
Tenants – S. May,
Absent – D. Prew, Member

- a. **Tenant Forum:** No requests.
b. **Minutes:** Motion made by T. Sorrentino, seconded by D. Kirby to approve the minutes of the September 2020 meeting. All members voted in favor.
c. **Curtis Commercial Space:**
J. Mercer reported the Pharmacy door will be done in the Spring. He will get contractors' prices for brick repointing at the Curtis. The Yoga studio lease will be up in April. There has been other interest in that space by an interior designer/photographer. Jim reported that porch columns and floors need attention. Also, Jim will get prices on brick repointing at the Curtis.
d. **Accounts Payable:**

Barbara reported that as of August 31, 2020, 689 balance is \$77,463.92. 4001 balance is \$129,927.34. Commercial balance is \$102,804. Commercial savings is \$60,469,32. All but one rent is paid. Tenant has been making partial monthly payments as per repayment agreement.

Old Business:

Vacancies – There are two vacancies at the Curtis. As of 9/30. There is one 2-bedroom family unit being renovated. A three-family unit is vacant as of 9/30. It is wheelchair accessible. There is one vacancy at Turnure Terrace.

Waitlists – 634 elderly- 27 local, 15 veterans, 2 local/vet. 1774 families 9 local, 27 veterans. There are around 505 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 – Phase 1 of the Curtis driveway and new parking spaces Has been blacktopped. There are now 8 additional parking spaces. Phase 2 is the main Parking lot which is being done currently. However, the contractor is at least a week Behind schedule. The contract is for 70 days with completion date October 26th.

Regulatory Updates – DHCD reviewed and posted the Lenox Housing Authority Annual Plan. It can be viewed on the Lenox Housing Authority website.

Town of Lenox – Cell antenna project update: Barbara virtually met with Gwen Miller, Chris Ketchen and Anthony Lepore, Cityscape consultant to discuss setting up a tenant Meeting. The Board would like to have the meeting on November 10th in the early Afternoon, followed the regular monthly board meeting at 4. Tenants will be individually Notified and it will be virtual. Atty. Lepore will address tenant concerns and tenant Answer questions. If hired, his consulting firm can provide services to the Housing Authority ensuring the cell antenna is in compliance with federal regulation. Motion

Made by T. Sorrentino, seconded by D. Kirby to enter into an agreement with Cityscape Consultants, Inc. All members voted in favor.

Personnel Issues - none

Public Housing Notices – -DHCD continues to encourage Maintenance staff to perform a Modified health and safety inspection if they are already responding to a work order repair Or request. The Board supports abbreviated inspections during the pandemic.

Other Business:

Tenant request for legal reimbursement. Motion made by D. Kirby to deny reimbursement Of legal fees to Trilby Miller that were incurred from a tenant dispute. The Housing Authority had already paid moving fees for T. Miller. T. Sorrentino seconded the motion. All members voted in favor.

New Business:

Possible Board meeting day and time change – D. Prew hasn't been able to attend board Meetings because she works. However, Mondays at 4:30 would work for her. D. Kirby Requested a meeting change but this would mean changing the bylaws. Board does not Want to change the bylaws at this time. See if D. Prew can make the next meeting, then Move forward from there. Will need to hold Annual meeting.

C. May reported that she and Barbara received a letter from the Inspector General's Office Concerning potential misuse of the Housing Authority truck. An anonymous complaint was Received stating that Michael Sullivan regularly uses the Housing Authority truck to drive Between home and work and to plow his driveway. The Board agreed that when Mike was He was authorized to take the truck home for any call ins nights and weekends. Mike does Not plow his own driveway. Barbara will respond in writing and ask attorney to advise on Content of response to Inspector General.

Adjournment:

Motion made by D. Kirby, seconded by T. Sorrentino to adjourn at 5:50 p.m. All Members voted in favor.

Respectfully Submitted,

Barbara Heaphy
Secretary/Executive Director