The **Regular** meeting of the Lenox Housing Authority was held on Tuesday March 11, at 4:45 p.m. at Turnure Terrace, 36 Old Stockbridge Road

1. The meeting was called to order by Chairman Carol Ramsey at 4:45 p.m.
2. Roll Call: **Present** – Carol Ramsey, Chairman

Deb Prew, Vice Chairman

Linda Carroll, Member

Shannon Cella, Executive Director

Jim Mercer, Commercial Property Manager

Barbara Keenan, Town Resident

Ellen Jacobson, LTO President

Robert Pollock – Tenant

Eric Cleary – Tenant

Sandy Panzella – Tenant

Amy Sternlieb – Tenant

Robert Pelliciotti – Tenant

Diane Romeo – Lenox Board of Health

**Absent** – Kim Graham, Treasurer

1. **Tenant Forum:**

Ellen Jacobson spoke on behalf of the LTO. She spoke about their budget and the numbers per unit. She asked if there was any progress on receiving their allotted money. The director told the board that she had her accountant review the LTO’s budget and she informed the director that it was ok as is. The director also informed the board that she reached out to Mass Union with questions regarding the LTO funds, however, they are waiting for the Mass Union Executive Director to return to the office to answer these questions.

1. **Minutes:**

a. Approval of minutes for February 18, 2025 was postponed to the next meeting

due to lack of quorum as Chairman Ramsey was not present at the meeting and

was unable to vote.

1. **Commercial Space:**

Jim Mercer let the board know that the leases for both Apella and the Lenox Village Pharmacy are up for renewal. He has reached out to both and they would like to continue their lease with the LHA.

1. **Accounts Payable:**

a. Monthly Balance Sheets as of January 31, 2024 were unavailable. Will review at

next month’s meeting.

**5. Programs:**

1. Rent Collection – There are 3 tenants on repayment agreements with money being collected each month from all individuals. There is one tenant who is currently in a nursing home and we are working with her lawyer to collect rent.
2. Vacancies: There is 1 vacancy at Turnure Terrace - 40-5D. There are 4 vacancies at the Curtis, #403, #415, #408 and #311. There will also be a 2-bedroom unit available at the Curtis, as a tenant will not be returning. The second member of that household will be transferred to unit #403 by March. 13 Church Street still has a vacant 2-bedroom, wheelchair accessible family unit which is waiting on the bathroom rehab. This project went out to bid on the 5th of March and bids are due in no later than the 26th of March.
3. Waitlist: 2998 Total Elderly/Handicapped, 9100 total Family

Elderly list – 1390 Elderly, 972 Handicapped

3 local/veteran, 15 Local, 52 Veteran

Family list – 2 local/veteran, 37 Local, 48 Veteran

5255 2-bedroom, 2992 3-bedroom

**6**. **Old Business:**

a. Automatic Door Openers

The director reached out to New England Door Closer, Inc. out of West Springfield

inquiring about door closers with keys. The estimate of +/- $3400 - $3900 per door plus

the cost of the electrician is for the 2 main doors at the Curtis and the 1 main door at

Turnure Terrace. The director will look into adding this to the LHA’s 5-year Capital

Improvement Plan.

**7. New Business:**

None

**8. Executive Director’s Report**

a. Town of Lenox – Diane Romeo from Lenox Board of Health/Tri-Town Health spoke to

the board to ask about the possibility of putting in a Sharps Container Disposal Bin.

This would be a mailbox sized container that would be locked 24/7, completely

managed by Tri-Town Health and would have nothing to do with the LHA. After much

discussion, the board and the director agreed that it would be a good thing for the

residents and the community. The bin will be coming sometime in June and the

director and Ms. Romeo will find a location in the Curtis for placement.

b. Personnel – The LHA staff has been having a tough few months with injury and

illness affecting the Director and Maintenance Staff. Hopefully in the next few

months the staff will be back at full strength.

c. Public Hearing Notices

None

**9. Any topic the Chairperson could not reasonably anticipate:**

**10. Adjournment:**  Motion was made by Deb Prew to adjourn, seconded by Linda Carroll.

Vote 3-0.

Meeting adjourned at 5:08 p.m.

Next Meeting – Tuesday, April 8, 2025 at 4:30 p.m. at The Curtis, 6 Main St.

Respectfully Submitted,

Shannon Cella

Secretary/Executive Director