

LEE HOUSING AUTHORITY
155 MARBLE STREET
LEE, MA 01238

Minutes of Regular Lee Housing Authority Board of Directors meeting February 21, 2023, at 4:30 p.m.

The meeting was called to order by Chairperson Cozzaglio at 4:35 p.m.

Members in Attendance: Sandra Cozzaglio, Chairperson
Marjorie Donovan
Thomas Unsworth
Thomas Logsdon
Jennifer Heath
Deborah M. Pedercini, Executive Director

Members Absent: None

1. Public Speak

None.

Without objection, chairperson Cozzaglio moved to #8 on the Agenda, Community Preservation Act Committee Report.

8. Community Preservation Act Committee Report

Member Unsworth gave an update on the Community Preservation Act Committee. He stated that there are four areas of criteria for applicants: open space and recreation, housing, historic and miscellaneous, each member is assigned one of the criteria to evaluate. Member Unsworth noted that the template they are using is from Great Barrington and the committee is currently revising it to meet the needs of the Town of Lee. There was discussion amongst members surrounding the time frame this would be completed. The next meeting for the Community Preservation Act Committee will be March 22, 2023, at Town Hall.

2. Minutes of Regular Meeting of January 17, 2023.

A motion was made by member Unsworth to accept the minutes of the regular meeting of January 20, 2023. Motion was seconded by member Donovan. Vote 4-1. Member Heath abstained due to absence.

3. Programs

667 Two units are currently vacant; #19 and #23 as well as unit #1 has given 30-day notice and will be vacating the unit on February 28, 2023. Current Waitlist: 1347

705 There are currently two vacant units, #15, a three-bedroom handicapped unit and #42 a three-bedroom unit. Both units are currently being renovated and a list has been pulled. Current Waitlist: 4619

689 Bradley Architects has been chosen to design both bathrooms at Budd House, 185 Marble Street. DHCD has provided funding for this project. There have been several meetings with the resident coordinators for both Side A and Side B. Bids should be out within the next 30 days.

4. Old Business

None.

5. New Business

None.

6. Financial

a. Monthly Check Register for January 31, 2023

The Monthly Check Register for January 31, 2023 was presented– After review, a motion was made by member Unsworth to accept the check register for January 31, 2023, as presented. Motion was seconded by member Donovan. Vote 5-0.

b. Monthly Balance Sheets for January 31, 2023

The balance sheets for the month ending January 31, 2023, were presented. The reserve level as of January 31, 2023, for the 4001 program is 76.5%. The 689-program reserve level is at 508.81% as of January 31, 2023.

7. Executive Director's Report

Executive Director's Benefit Balance as of week ending February 18, 2023

Vacation/hrs. 48.0 Personal/hrs. 13.2 Sick/hrs. 133.85

There will be a St. Patrick's Day craft held on Monday in the Community Room, this was organized and funded by Amanda, the RSC.

We have requested funding from the RSC grant program to also fund a St. Patrick's Day, corned beef and cabbage meal for the residents on March 15, 2023.

9. Any topic the Chairperson could not reasonably anticipate.

With no other business to come before the board, a motion to adjourn was in order.

Motion to adjourn was made by member Unsworth. Motion was seconded by member Donovan.
Vote 5-0.

The meeting was adjourned at 4:48 pm.

THE NEXT SCHEDULED REGULAR MEETING IS SCHEDULED FOR MARCH 21, 2023

Submitted by:

Deborah M. Pedercini,
Executive Director