LEE HOUSING AUTHORITY

155 MARBLE STREET

LEE, MA 01238

Minutes of Regular Lee Housing Authority Board of Directors meeting May 17, 2022, at 4:30 p.m.

Meeting was called to order by Member Thomas Unsworth at 4:45 p.m.

Members in attendance: Thomas Unsworth

 Marjorie Donovan

 Thomas Logsdon

 Deborah M. Pedercini, Executive Director

Members Absent: Sandra Cozzaglio, Chairperson

 Jennifer Heath

Others Present: Marie Regnier, Tenant

1. Public Speak

Tenant, M.R. stated that she was concerned with the numerous complaints that she has filed of residents smoking in their units as well as on the property. She stated that this has been on-going for the entire time she has been a tenant. She stated that she appreciated the memorandums that were sent to tenants; however, the tenants are not adhering to the rules and the no-smoking policy. She requested that the board meet and follow through with evictions on tenants that have been given ample notifications in accordance with the lease agreement. Tenant, M.D. reiterated what M.R. stated to be true and would also like something done about the smoking. Member Unsworth stated that the board would investigate this.

2. Minutes of regular meeting of April 19, 2022.

Motion was made by member Donovan to accept the minutes of the regular meeting of April 19, 2022. Motion was seconded by member Unsworth. Vote 3-0

Minutes of Executive Session meeting of March 15, 2022.

Minutes were unavailable, due to member Heath’s absence; Motion was made by member Unsworth to move to next meeting for approval. Motion was seconded by member Logsdon. Vote 3-0.

3. Programs

1. 667 There is only one unit available, and it is on hold while the ADA showers upgrade is in process. Unit #12 was rented on May 1, 2022. Current Waitlist: 906
2. 705 The property has one vacant unit, #27 available for rent. A pull list is in process. Current Waitlist: 3560
3. 689 Both programs running well, Budd House side A just recently had interior painting done, exterior painting is slated to take place in the fall.

4. Old Business

1. FISH #150071 West Deck Replacement

FISH #150071 West Deck Replacement was slated to begin two weeks ago, due to backordered materials, the project has been delayed.

1. Brown Memorial Court Community Garden update

The Brown Memorial Court Community Garden Project is underway. Greenagers and Katherine Miller have constructed the four raised bed garden boxes, as well as two arbors that Matt Withers helped install. The boxes are located directly behind the BMC Community Room near the entrance to the parking lot. The planting should begin within the next couple of weeks.

There is an informational meeting being held on May 23, @12:30 in BMC Community Room, coordinated by Katherine and Amanda, our RSC.

Several tenants have volunteered to and have been preparing the small garden behind the East side of the complex and the LHA will be providing materials for the plantings as well as upcoming landscaping that was put into our FY 2022 budget for Brown Memorial Court. The plan is to put as many perennial plantings as possible for several years to bloom and be less maintenance. We are also looking at purchasing hanging baskets or whiskey barrels for the entrance to the complex.

Member Unsworth inquired as to how the vegetables would be harvested, the director stated that she would speak to Katherine Miller for more information after the May 23rd meeting.

5. New Business

There was no new business to come before the board at this time.

6. Financial

a. Monthly Check Register for April 30, 2022

The Monthly Check Register for April 30, 2022 was presented– After review, a motion was made by member Donovan to accept the check register for April 30, 2022, as presented. Motion was seconded by member Unsworth. Vote 3-0

1. Monthly Balance Sheets as of April 30, 2022

Monthly Balance Sheets as of April 30, 2022. Reserve level as of April 30, 2022, for the 4001: 64.51% 689: 525.70%

1. Quarterly Operating Statements and Modernization Cost Report as of March 31, 2022

Quarterly Operating Statements and Modernization Cost Report as of March 31, 2022, was presented. A motion was made by member Logsdon to accept the report, motion was seconded by member Donovan Vote: 3-0

7. Executive Director’s Report

a. Executive Director’s Benefit Balance as of week ending May 16, 2022

Vacation/hrs. 44.0 Personal/hrs. 13.2 Sick/hrs. 84.41

On May 6, DHCD approved the ED’s three-year contract that will expire on June 30, 2024.

Annual Inspections began April 20, with Brown Memorial Court complete on April 28. Clarke Court began May 11 and completed on May 12, with a few units that will need to be reinspected. There were some housekeeping issues in a few of the units as well as carpeting that desperately needs to be replaced at Brown Memorial Court.

This week we received notice that we were awarded $109,652 in American Rescue Plan Act (ARPA) Public Housing Program funds. This is the same amount that was awarded in November 2021 Formula Funding; however, it is meant as a supplement to available Formula Funding for each authority and not as a replacement. These funds will need to be used by December 31, 2024. We are in the process of working with our RCAT/DHCD representatives to see what projects to implement using these funds. We have discussed using these funds for the painting of 185 Marble Street and Laurel Street, our 689 properties.

Member Unsworth made a motion to accept the Formula Funding Through the ARPA Public Housing Program in the amount of $109,652. Motion was seconded by Member Donovan. Vote: 3-0

8. Any topic the Chairperson could not reasonably anticipate.

There were no other topics for discussion.

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

Motion was made by member Donovan to adjourn. Motion was seconded by member Unsworth. Vote 3-0.

Meeting adjourned at 5:13 p.m.

**THE NEXT SCHEDULED REGULAR MEETING IS SCHEDULED FOR JUNE 21, 2022.**

Submitted by:

Deborah M. Pedercini

Executive Director