

LEE HOUSING AUTHORITY
155 MARBLE STREET
LEE, MA 01238

Minutes of Regular Lee Housing Authority Board of Directors meeting October 18, 2022, 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 Logsdon
Deborah M. Pedercini, Executive Director

Members Absent: Thomas Unsworth
Jennifer Heath

1. Public Speak

There were no attendants for Public Speak.

2. Minutes of Regular Meeting of September 20, 2022.

Motion was made by member Logsdon to accept the minutes of the regular meeting of September 20, 2022. Motion was seconded by member Donovan. Vote 3-0.

3. Programs

- a. 667 All units are occupied. Current Waitlist: 1150
- b. 705 The property is fully rented. Current Waitlist: 4125
- c. 689 Both programs running well.

4. Old Business

- a. FISH #150063 Brown Memorial Court Roof Change Order #3

LaRochelle Construction, Co., Inc. submitted Change Order #3 in the amount of \$5,850.01. This change order is for material cost increases for Brown Memorial Court Roof and Ventilation project.

Chairperson Cozzaglio made a motion to approve FISH #150063, Brown Memorial Court Roof and Ventilation project, LaRochelle Construction, Co. Inc. Change Order #3 for material cost increases, in the amount of \$5,850.01. Motion was seconded by member Donovan. Vote 3-0.

5. New Business

a. Election of Officers LHA Board of Directors

Chairperson Cozzaglio made a motion to postpone the election of officers until the November meeting due to not having a full board vote. Member Logsdon seconded the motion. Vote 3-0.

b. FY2023 DHCD Application approval for Resident Services Coordinator (RSC)

A meeting was held in the Community Room at Brown Memorial on October 17, 2022 where tenants were invited to comment on the Resident Services Coordinator (RSC) position, funding and discuss any services and events that they would like to see happen.

The meeting was well attended by residents and was very successful. There was much dialog, it was decided that there would be an arts and crafts fair on November 21, 2022, board games, Bingo, as well as a pasta dinner to be held on December 7, 2022.

Following guidance from PHN 2022-14 regarding RSC, the Town of Stockbridge on behalf of Lee, Lenox, and Great Barrington, is submitting an application to DHCD to request its previous RSC awards and have pledged to continue offering services.

Along with this request, a Board of Directors vote of approval for the application is needed.

Member Donovan made a motion to approve the application for continued Resident Services Coordinator funding for FY 2023. Motion was seconded by member Logsdon. Vote 3-0.

6. Financial

a. Monthly Check Register for September 30, 2022

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

b. Monthly Balance Sheets for September 30, 2022

September balance sheets were unavailable at this time and will be viewed at the November meeting.

7. Executive Director's Report

a. Executive Director's Benefit Balance as of week ending August 13, 2022

Vacation/hrs. 44.0 Personal/hrs. 13.2 Sick/hrs. 112.26

The new tenant in 37 Clarke Court that moved in on October 1, had concerns about a possible mildew issue, LHA expediently had an investigation and remediation professional do testing. In the same week, 185 Marble Street also had concerns about a mildew odor in the bathroom and one of the resident's bedrooms. We are currently addressing the issue and will keep the board updated.

8. 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 Donovan. Motion was seconded by member Logsdon. Vote 3-0.

Meeting was adjourned at 4:56 pm.

THE NEXT SCHEDULED REGULAR MEETING IS SCHEDULED FOR NOVEMBER 15, 2022

Submitted by:

Deborah M. Pedercini,
Executive Director