

Regular Meeting

September 7, 2017

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Glenn Davis, called the meeting to order at 6:22 p.m.

Members Present: Glenn Davis, Barbara Beals, Joseph Leandres, Ethan Mikula, Anne Marie Lourens
Members Absent: None
Others Present: Julie M. Torres, Executive Director; Jaclyn A. Beaulieu, HHA Program Administrator

Upon a motion by Joseph Leandres, duly seconded by Barbara Beals, the Board voted UNANIMOUSLY to approve the minutes of the August 3, 2017 meeting.

Upon a motion by Anne Marie Lourens, duly seconded by Barbara Beals, the Board voted UNANIMOUSLY to approve the minutes of the August 24, 2017 Special meeting.

Upon a motion by Anne Marie Lourens, duly seconded by Barbara Beals, the Board voted UNANIMOUSLY to approve the minutes of the August 24, 2017 Executive Session meeting.

Upon a motion by Joseph Leandres, duly seconded by Barbara Beals, the Board voted UNANIMOUSLY to make payment to the Town of Hudson in the amount of \$52,612 for 2015 and 2016 Payment In Lieu of Taxes for Norma Oliver Village. Commissioners reviewed the Accounts Payable report for August 2017. Upon a motion by Barbara Beals, duly seconded by Joseph Leandres, the Board voted UNANIMOUSLY to approve the Accounts Payable for August 2017.

The Warrant to Transfer Funds and Payroll Warrants for August 2017, and Housing Assistance Payments Warrant for September 2017 were reviewed by the Board.

Budget Comparatives 10/01/2016 through 07/31//2017 were reviewed by the Board. Upon a motion by Anne Marie Lourens, duly seconded by Joseph Leandres, the Board voted UNANIMOUSLY to approve the Budget Comparatives as presented.

DHCD Board Member Training/Certification is required to be completed. Commissioners agreed to complete the training by the end of September. If any Commissioners need assistance they will contact Director Torres. Director Torres re-sent the DHCD email dated March 2017 to Commissioners with instructions on completing the certification.

HUD reports the HHA status for fiscal year 2016 remains as High Performer with a score of 95.

Commissioners reviewed the Capital Improvement Plan 2018 through 2022 for 667-C, 689-1, and 167-1. A meeting with the residents and group homes was conducted today, 09/07/17 to review the plan and take comments. Upon a motion by Anne Marie Lourens duly seconded by Ethan Mikula, the Board voted UNANIMOUSLY to approve the Capital Improvement Plan 2018 through 2022 as presented, and to submit to DHCD for approval.

The Door Replacement Project at 49 Washington Street: 18 interior doors were replaced. Punch list items were completed. HHA is awaiting the contractor's invoice for the 5% retainage. Once received and processed this project can be closed out.

Fascia & Trim Replacement Phase III Project – Architect Brockway informed contractor to take off the gutters in a different way to prevent a \$40,000 change order. In another matter, Brockway has requested a change order proposal for building 1-3 front entrance canopy details.

Norma Oliver Village residents request to have outside windows washed professionally and to pay for it themselves. Residents suggest we take a survey to see who would be interested. Commissioners will consider request when preparing the annual budget.

Brigham Circle Resident was evicted for non-payment of rent and has moved in with his elderly mother, who has Alzheimer's, and she resides at 13 Brigham Circle. HHA is pursuing this as an unauthorized occupant and is actively working with Elder Protective Services.

The vacant part-time maintenance position was filled on 9/7/2017 by Luis Abreu. Mr. Abreu is a part-time employee of the Acton Housing Authority and will be working at HHA two 8 hour days per week.

Chairman Davis and Commissioner Lourens attended the Board of Selectmen meeting on August 28, 2017 to discuss transfer of Packard Street property to HHA. Commissioners formed a sub-committee of Joseph Leandres and Anne Marie Lourens to pursue proper channels to determine if there is proper financing for the construction of the project. Chairman Davis will inform CD Director, Jack Hunter, of HHA plans.

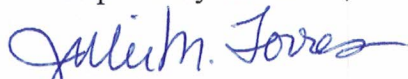
Norma Oliver Village rent recertification's resulted in a \$1679 monthly increase in rental income.

Upon a motion by Joseph Leandres, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY to approve adding Interim Acting Executive Director, Jaelyn Beaulieu, as signatory for all HHA bank accounts and to authorize her as a new user for HUD eLOCCS to drawdown funds from Capital Improvement Program and Operating Fund accounts, and to remove former Executive Director, Julie M. Torres, from all accounts.

Chairman Davis received notice from Commissioner Barbara Beals of her intention to resign her position on the HHA Board effective immediately. Chairman Davis expressed his thanks to both Barbara and outgoing Director Julie Torres for their service to the HHA over the past years.

Executive Session: The Board voted unanimously by roll call to enter into executive session at 8:02 p.m., to discuss pending litigation, as the discussion of these matters in open session may have a detrimental effect on the negotiating position of the housing authority; and, not to reconvene in public session.

Respectfully submitted,


Julie M. Torres
Secretary

