

Regular Meeting

September 6, 2018

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Glenn Davis, called the meeting to order at 6:34 p.m.

Members Present: Glenn Davis, Joseph Leandres, Anne Marie Lourens, Mary Lou McKeone, Ethan Mikula
 Members Absent: None
 Others Present: Jaclyn A. Beaulieu (Executive Director), Norma Oliver Village (NOV) Residents Helen Deangelis, Susan Chiera

In an effort to accommodate Norma Oliver Village residents Helen Deangelis and Susan Chiera who attended the meeting after Ms. Deangelis requested to speak at the meeting, by written letter, to discuss a safety matter at Norma Oliver Village, Chairman Davis declared that item (2) on today's agenda was being moved to first item of discussion. Ms. Deangelis' letter was reviewed by the commissioners. According to the letter, Ms. Deangelis recently fell on a walkway in front of her building (building 4) at Norma Oliver Village that had a crumbling step, and feels that Director Beaulieu has not done enough to address this important safety issue.

Director Beaulieu then reported that within 24-hours of Ms. Deangelis coming into the Hudson Housing Authority (HHA) office to report that she fell and that the step was crumbling, the HHA maintenance department had repaired the step so that it was no longer a tripping hazard. Director Beaulieu also reported that she spoke directly to Ms. Deangelis as soon as the Maintenance department had identified the problem with the step and explained to Ms. Deangelis that the Maintenance department would be fixing the tripping hazard, but that that was not the long-term solution, and per Ms. Deangelis' request, would be speaking with HHA's contracted architect to discuss the possibility of removing the step altogether.

Discussion occurred between both NOV residents, Commissioners and Director Beaulieu around the concerns Ms. Deangelis was presenting. Director Beaulieu reported that as a later item on today's agenda, she was recommending the step be removed as part of a change order to the open Site Improvement project at NOV. All commissioners agreed this was a good idea, and thanked Ms. Deangelis and Ms. Chiera for coming forward with their concerns and for attending today's meeting. Ms. Deangelis and Ms. Chiera exited the meeting.

Chairman Davis declared that today's meeting requires an executive session to discuss the physical condition and health of an individual employee.

Upon a motion by Anne Marie Lourens, duly seconded by Mary Lou McKeone, the Board voted UNANIMOUSLY by roll call at 8:09 p.m. to enter into executive session to discuss the physical condition and health of an individual; and, to reconvene in public session.

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| Executive Session Roll Call: | Joseph Leandres: | Yay |
| | Mary Lou McKeone: | Yay |
| | Anne Marie Lourens: | Yay |
| | Ethan Mikula | Yay |
| | Glenn Davis: | Yay |

Upon a motion by Joseph Leandres, duly seconded by Mary Lou McKeone, the Board voted UNANIMOUSLY to reconvene in public session at 8:18 p.m.

Upon a motion by Joseph Leandres, duly seconded by Mary Lou McKeone, the Board voted UNANIMOUSLY to approve the minutes of the August 2, 2018 regular meeting.

Upon a motion by Joseph Leandres, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY to approve the minutes of the August 2, 2018 Executive Session meeting.

Budget Comparatives 10/01/2017 through 07/31/2018 were reviewed by the Board. Upon a motion by Joseph Leandres, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY to approve the Budget Comparatives as presented.

Commissioners reviewed the Accounts Payable report for August 2018. Upon a motion by Anne Marie Lourens, duly seconded by Joseph Leandres, the Board voted UNANIMOUSLY to approve the Accounts Payable for August 2018.

The Warrants to Transfer Funds for August 2018, Payroll Warrants for August 2018, and Housing Assistance Payments Warrants for September 2018 were reviewed by the Board.

Director Beaulieu updated the Commissioners on the status of HHA maintenance personnel. Maintenance Supervisor Ray Leger is still out of work for medical reasons. He is expecting to come back the last week of September. Director Beaulieu has hired a part-time maintenance employee: Albert Jones Jr. He has been hired for 16 hours per week.

HHA Maintenance employee Jon Orkiseski has requested to purchase an old hammer drill and impact driver that the HHA maintenance department no longer uses. The items were replaced by newer items a few years ago, and the drill and driver Mr. Orkiseski would like to purchase have not been used since. Director Beaulieu has done some research on the internet and valued both items at \$100.00. Upon a motion by Anne Marie Lourens, duly seconded by Mary Lou McKeone, the Board voted UNANIMOUSLY to sell the hammer drill and impact driver to Jon Orkiseski in the amount of \$100.00. Chairman Davis signed an applicable bill of sale, and Director Beaulieu presented commissioners with Mr. Orkiseski's payment by check.

HHA has received a default judgment on a 30-Day Notice to Quit for a Norma Oliver Village resident. Director Beaulieu intends to move forward with the judgment and eviction.

The site improvement project at Norma Oliver Village was nearing completion when several safety issues around the property with items that were not addressed in the original scope of services were brought to Director Beaulieu's attention. After consulting with several residents of Norma Oliver Village, HHA's architect Andrew Brockway, and RAE Contracting, a change order has been drawn up to address these issues. Mr. Brockway reviewed Change Order #1 submitted by RAE Contracting in the sum of \$29,225.00 and has recommended approval of the Change Order. Upon a motion by Joseph Leandres, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY to approve Change Order #1 in the sum of \$29,225.00.

Progress on repairs to Brigham Circle unit 12-3 that was damaged in a car crash several months ago has been slow. Contractor was waiting on a back-ordered window that has reportedly come in and should be installed this week. Work will progress inside the unit once the window is in place.

The drainage project at Brigham Circle Buildings 2-3 is waiting on a FISH number assigned by DHCD for capital funding. RCAT will be taking the lead on this project.

Chairman Davis reported to the Board that the CPC application for funds Director Beaulieu submitted seeking

funding for Brigham Circle community center renovations was denied. Chairman Davis attended the CPC meeting and reported that the Committee does not feel our project meets the regulations governing their funds.

Upon a motion by Joseph Leandres, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY to adjourn at 8:52 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'JAB', with a long horizontal flourish extending to the right.

Jaclyn A. Beaulieu
Secretary

