

**Regular Meeting**

**June 6, 2019**

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Glenn Davis, called the meeting to order at 6:45 p.m.

Members Present: Glenn Davis, Anne Marie Lourens, Bryan Johannes  
Members Absent: Ethan Mikula, Mary Lou McKeone  
Others Present: Jaclyn A. Beaulieu

Chairman Davis welcomed new board member Bryan Johannes to the meeting. Director Beaulieu requested that the Board table the annual reorganization of HHA officers until the next meeting, as both commissioners Mikula and McKeone are absent. All in agreeance.

Upon a motion by Anne Marie Lourens, duly seconded by Glenn Davis, the Board voted UNANIMOUSLY to approve the minutes of the April 4, 2019 regular meeting.

Upon a motion by Anne Marie Lourens, duly seconded by Glenn Davis, the Board voted UNANIMOUSLY to approve the minutes of the April 4, 2019 Executive Session meeting.

Budget Comparatives 10/01/2018 through 04/30/2019 were reviewed by the Board. Upon a motion by Anne Marie Lourens, duly seconded by Glenn Davis, the Board voted UNANIMOUSLY to approve the Budget Comparatives as presented.

Commissioners reviewed the Accounts Payable report for April 2019 and May 2019. Upon a motion by Anne Marie Lourens, duly seconded by Bryan Johannes, the Board voted UNANIMOUSLY to approve the Accounts Payable for April 2019. Upon a motion by Anne Marie Lourens, duly seconded by Bryan Johannes, the Board voted UNANIMOUSLY to approve the Accounts Payable for May 2019.

The Warrant to Transfer Funds for April 2019 and May 2019, Payroll Warrants for April 2019 and May 2019, and HAP Warrants for May 2019 and June 2019 were reviewed by the Board.

HUD has published the new income limits for fiscal year 2019. Upon a motion by Anne Marie Lourens, duly seconded by Bryan Johannes, the Board voted UNANIMOUSLY to adopt the new Income Limits for FY 2019 published as follows:

Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person	
Extremely Low (30%)	24,900	28,450	32,000	35,550	38,400	41,250	44,100	46,950	
Very Low (50%)	41,500	47,400	53,350	59,250	64,000	68,750	73,500	78,250	
Low (80%)	62,450	71,400	80,300	89,200	96,350	103,500	110,650	117,750	

MassNAHRO is transitioning to a new waiting list vendor – GoSection8 – for the Section 8 Housing Choice Voucher Program Centralized Waitlist. The waiting list functionality will be very similar, but there are many added features and enhancements. The transition requires a new sublicense agreement be signed by the Hudson



Housing Authority for continued use of the Centralized Waitlist. An updated amendment to Hudson Housing Authority's Section 8 Administrative Plan is also required. Upon a motion by Anne Marie Lourens, duly seconded by Glenn Davis, the Board voted UNANIMOUSLY to adopt the Section 8 Administrative Plan amendment titled "Administrative Plan Amendment Relating to the Hudson Housing Authority's Application Process and Use of a Centralized Housing Choice Voucher Waiting List" and to authorize Director Jaclyn Beaulieu to sign and adopt the Go Section 8 sublicense agreement required by MassNAHRO for continued use and access to the Section 8 Housing Choice Voucher Centralized Waitlist.

The 667-1 (Brigham Circle) Drainage project (FISH #141059) is ready for construction to begin. A Notice to Proceed was issued on 5/20/19 to Family Paving, Inc. The project is expected to be completed by the end of the month of June 2019.

The 667-1 (Brigham Circle) Window Replacement project (FISH #141056) was issued a Notice to Proceed on 5/20/19 to L&H Construction. A sample window was delivered to HHA and Director Beaulieu has signed off on the sample to allow for a mockup installation next week. Windows are currently backordered and will reportedly take 4-6 weeks to come in. We are estimating a late July start on construction.

Architect Andrew Brockway has submitted a fee proposal to HHA for work on the upcoming Norma Oliver Village roof replacement project. All of the 2018 capital fund from HUD totaling \$169,535 has been earmarked for the roof replacement project. Additional funds will be required and may need to come from the operating fund and/or the 2019 capital fund.

The annual Norma Oliver Village tenant meeting and public hearing for updates to and submission of the annual plan for HUD has been scheduled for Thursday, June 27, 2019 at 6:00 p.m. Director Beaulieu advised the Board that a Board meeting should be held following the tenant meeting to complete the requirement for the annual plan submission to HUD. All in agreeance. A Special Board Meeting was scheduled for Thursday, June 27, 2019 at 6:30 p.m.

Chairman Davis reported that he recently attended a selectman's meeting and was informed that the selectmen will be notifying him and the HHA Board later this summer of an agenda item to recognize HHA's previous commissioner Joseph Leandres at a town of Hudson Selectmen's meeting.

Commissioner Lourens would like to review all HHA bank accounts and compare benefits with local banks to see if HHA can get more benefits for our assets. Chairman Davis agreed this could be a time-worthy effort, and offered to help Commissioner Lourens start gathering information on what local banks could offer HHA.

Director Beaulieu informed the Board that she will start working on updating HHA bank accounts to remove previous commissioner Joseph Leandres and add commissioner Bryan Johannes.

Executive Session: Chairman Davis declared that today's meeting requires an Executive Session. Upon a motion by Anne Marie Lourens, duly seconded by Bryan Johannes, the Board voted UNANIMOUSLY by roll call to enter into executive session at 8:41 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 upon the completion of discussion of executive session matters.

Executive Session Roll Call:	Bryan Johannes:	Yay
	Anne Marie Lourens:	Yay
	Glenn Davis:	Yay



Upon a motion by Bryan Johannes, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY to adjourn at 8:59 p.m.

Respectfully submitted,

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

Jaclyn A. Beaufieu  
Secretary

