

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Glenn Davis, called the meeting to order at 6:41 p.m.

The meeting took place via Zoom virtual conference due to the COVID-19 State of Emergency. The access information for the meeting was as follows:

Link: <https://us02web.zoom.us/j/87338127600?pwd=YndyU1dINXN0T09CbDJPRnpFTG01dz09>

Conference call-in details via telephone:

**Meeting ID: 873 3812 7600 Meeting Password: 108574** One tap mobile: + 13126266799, 16465588656, 13462487799, 16699009128, 12532158782, 13017158592

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

Chairman Davis took roll call of all in attendance:

Glenn Davis	Present
Anne Marie Lourens	Present
Bryan Johannes	Present
Mary Lou McKeone	Present

Chairman Davis read an introduction to the procedure for a remote meeting of the Board, including the ground rules for a virtual meeting. Each member will be given an opportunity to comment on each agenda item, but should wait to be called on by the Chairman. All votes will be taken via roll call vote. The meeting was recorded.

Upon a motion by Anne Marie Lourens, duly seconded by Mary Lou McKeone, the Board voted UNANIMOUSLY by roll call to approve the minutes of the May 7, 2020 Regular meeting.

Director Beaulieu presented the Budget Comparatives report for 10/1/19 through 4/30/20. Upon a motion by Anne Marie Lourens, duly seconded by Mary Lou McKeone, the Board voted UNANIMOUSLY by roll call to approve the Budget Comparatives, as presented.

Commissioners reviewed the Accounts Payable report for May 2020. Upon a motion by Anne Marie Lourens, duly seconded by Mary Lou McKeone, the Board voted UNANIMOUSLY by roll call to approve the Accounts Payable for May 2020, as presented.

The Warrant to Transfer Funds for May 2020, Payroll Warrants for May 2020, and the HAP Warrant for June 2020 were reviewed by the Board. Chairman Davis will sign them at a later date.

HHA is in the first round of housing authorities required by DHCD to prepare and enact an Annual Plan for our state housing portfolio with our 9/30/20 FYE. Director Beaulieu worked with DHCD's suggested technical support, Cyber Sense, to prepare our Annual Plan. The Plan is essentially a compilation of the current pertinent information that makes up HHA divided into the following sections: Capital Improvement Plan, Maintenance Plan, Annual Operating Budget, Performance Management Review narrative responses, LHA Policies, Waivers from DHCD Requirements, Other Elements (ie LTO input). The Plan must go to a public hearing for public input and feedback, and the Capital Improvement Plan must be approved. The public hearing on the Annual Plan is scheduled for Thursday, July 16, 2020 at 6:30 PM via a Zoom meeting. Connection information for the Hearing is posted on our website and at our office; the draft Plan can be accessed by anyone online through the DHCD website. Director Beaulieu noted that most of the information in the plan is nothing new;



it is simply an avenue of compiling lots of information into one document. The only truly “new” part of the plan is the annual Capital Improvement Plan.

The Board noted that HHA was successful in following through on a for-cause eviction that threatened the health and safety of other residents at Norma Oliver Village.

Director Beaulieu gave the Board an update on HHA’s response to the COVID-19 pandemic.

As the pandemic continues throughout the Commonwealth, Director Beaulieu recommended continuing the temporary No Visitors Policy enacted by the Board at the April 2020 meeting. All in agreeance that this policy will remain enacted for further review at our next meeting.

DHCD has removed the temporary suspension of lease-ups in elderly/disabled (667) public housing developments; we are now resuming all lease-ups at Brigham Circle.

DHCD received 1 million face masks and has distributed them to LHAs for further distribution to residents and staff. Each LHA received approximately 10 face masks per public housing resident (state AND federal). HHA maintenance personnel delivered 10 masks per resident this morning, along with a (second) bottle of hand sanitizer per apartment.

The second delivery of the Open Table Mobile Food Pantry program took place on May 13 and serviced 55 HHA households. The June delivery is scheduled for June 10 and will service 60 HHA households.

Director Beaulieu updated the Board on the high rate of unit turnover that HHA has been experiencing over the past two months. HHA Maintenance has turned over 6 units at Brigham Circle and 2 units at Norma Oliver Village, all while disinfecting and sanitizing all buildings 2 times each day. Director Beaulieu wished to note to the Board her thanks to the Maintenance Department for their hard work.

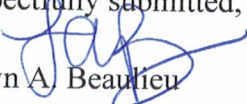
The central air conditioning on the second floor at 8 Irving Street has stopped working; HHA maintenance has been working diligently on obtaining quotes to fix the system. The system is from the 1990’s, and it is posing a problem finding the correct parts for repair. If parts are available, it could be an under \$5,000 fix; if parts are not available, it may cost upwards of \$15,000 to repair. Director Beaulieu is working with RCAT for guidance and to reallocate funds in the current Capital Improvement Plan to cover the cost of the repairs.

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 7:48 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:	Anne Marie Lourens:	Yay
	Bryan Johannes:	Yay
	Mary Lou McKeone	Yay
	Glenn Davis:	Yay

Upon a motion by Glenn Davis, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to adjourn at 7:53 p.m.

Respectfully submitted,

  
Jaclyn A. Beaulieu  
Secretary

