

Regular Meeting

August 6, 2020

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Glenn Davis, called the meeting to order at 6:31 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/89155615779?pwd=eGIBUUNuMEFQTVdIYmFEaHAwNjNPZz09>

Conference call-in details via telephone:

**Meeting ID: 891 5561 5779 Meeting Password: 300975** 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, Nancy Flynn-Barvick (Metrowest CD)

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.

Chairman Davis announced that today's meeting agenda will start with item 6(a) Discussion of Coolidge Greene Deed Riders and Regulatory Agreement, as Nancy Flynn-Barvick from Metrowest Collaborative Development is joining us to present on this topic. Nancy is working with the town of Hudson on maintaining the town's Subsidized Housing Inventory (SHI). Coolidge Greene, for which Hudson Housing Authority is the monitoring agent, currently has 6 units on the Hudson SHI list. However, the deed riders on the units are outdated; one includes a typo that requires updating. Currently, DHCD and Masshousing recommend that deed riders on affordable units in the Commonwealth be switched over to DHCD's Universal Deed Rider (UDR); this is generally done at resale or refinance. Benefits of the UDR include adding the unit to the SHI in perpetuity, so that it remains on the SHI regardless if an affordable buyer is found at resale of the unit. Upon a motion by Anne Marie Lourens, duly seconded by Bryan Johannes, the Board voted UNANIMOUSLY by roll call to approve the changeover of the deed riders on the 6 affordable units at Coolidge Greene to the Universal Deed Rider (UDR) at resale or refinance of each unit, whichever comes first.

Upon a motion by Anne Marie Lourens, duly seconded by Bryan Johannes, the Board voted UNANIMOUSLY by roll call to approve the minutes of the July 16, 2020 Regular meeting.

Upon a motion by Bryan Johannes, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to approve the minutes of the July 27, 2020 Special meeting.

Director Beaulieu presented the Budget Comparatives report and quarter end financials for 10/1/19 through 6/30/20. Upon a motion by Anne Marie Lourens, duly seconded by Bryan Johannes, the Board voted UNANIMOUSLY by roll call to approve the Budget Comparatives and quarterly operating statements, as

presented.

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

Director Beaulieu apologies, but she did not have the Warrant to Transfer Funds for June 2020 or the Payroll Warrants for July 2020; she will bring them to the September meeting. The HAP Warrant for August 2020 was reviewed by the Board. Chairman Davis will sign it at a later date.

FISH #141063: 667-1 Brigham Circle Roof Replacement Development Wide project  
Director Beaulieu approved the initial Work Order for this project and DHCD will be performing Designer Selection to assign an architect.

Director Beaulieu received no public comments on the DHCD / Hudson Housing Authority Annual Plan for FY2021 and has recommended that the Board approve the Plan as presented at the Public Hearing on July 16. Upon a motion by Bryan Johannes, duly seconded by Mary Lou McKeone, the Board voted UNANIMOUSLY by roll call to approve the DHCD / Hudson Housing Authority Annual Plan for FY2021, including the FY21 Capital Improvement Plan (CIP), as presented.

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

DHCD has recommended that LHAs consider removing temporary no visitor policies enacted by Boards in response to the COVID-19 pandemic. After discussion, and due to the fact that the Commonwealth has seen a rise in COVID-19 positive cases over the last week, the Board decided to keep the No Visitors Policy in place for further review at our next meeting.

DHCD has recommended the LHAs begin devising plans for reopening offices to the public, either on a limited or by appointment only basis; Director Beaulieu is considering options and will continue to monitor the increase in COVID-19 cases over the next couple weeks to determine if she thinks it is in HHA's best interest to begin opening the office to the public.

DHCD has recommended LHA administrative offices maintain 50% capacity of office staff, in line with Governor Baker's limit. Office staff will maintain a rotation of working out of the office and working from home until directed otherwise.

After nominations took place, upon a motion by Anne Marie Lourens, duly seconded by Mary Lou McKeone, the Board voted UNANIMOUSLY to accept the following slate of Officers for FY2020 – 2021:

Bryan Johannes:	Chairperson
Anne Marie Lourens:	Vice Chairperson
Ethan Mikula:	Commissioner
Mary Lou McKeone:	Commissioner
Glenn Davis:	Commissioner

The Treasurer position was left vacant.

Glenn Davis announced he will resign from the Hudson Housing Authority board of commissioners on or around September 1, 2020.

Executive Session: Chairman Davis declared that today's meeting requires an Executive Session. Upon a motion by Glenn Davis, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to enter into executive session at 8:10 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 8:14 p.m.

Respectfully submitted,

  
Jaclyn A. Beaulieu  
Secretary

