

At a Special meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Bryan Johannes, 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/81612494956?pwd=SGhQWXRhdmxsZmVoT1FUdVBocitqUT09>

Conference call-in details via telephone:

Meeting ID: 816 1249 4956 Meeting Password: 146648 One tap mobile: + 13126266799, 16465588656, 13462487799, 16699009128, 12532158782, 13017158592

Members Present: Bryan Johannes, Anne Marie Lourens, Stephen Domenicucci

Members Absent: None

Others Present: Jaclyn A. Beaulieu

Chairman Johannes took roll call of all in attendance:

Anne Marie Lourens Present

Stephen Domenicucci Present

Bryan Johannes Present

Chairman Johannes 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.

HHA Fee Accountant Dan Robillard reviewed the fiscal year-end (FYE) 9/30/2020 financial statements with the Board as well as the Budget Comparatives through FYE 9/30/20.

The Board reviewed the Top 5 Compensation Form. The form sets forth broken-down compensation paid to the top five earners of the agency for FY 2020. Positions listed on the Top 5 Compensation Form are: Executive Director, Maintenance Superintendent, Maintenance Mechanic I, Assistant Executive Director/Housing Manager, Housing Manager, respectively.

The Board reviewed the Brigham Circle (400-1) Tenant Accounts Receivable (TAR) report.

Upon a motion by Stephen Domenicucci, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY, by a roll call vote of 3 to 0, to accept and approve submission of the 9/30/2020 fiscal year end (FYE) reports, as presented, including the 9/30/2020 financial statements, the Top 5 Compensation Form, the Tenant Accounts Receivable report, and the Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws.

Because the meeting was virtual, all commissioners will meet individually with Director Beaulieu to sign the certifications, as required.

Director Beaulieu and HHA Fee Accountant Dan Robillard presented the proposed FY2021 budget. Executive Director Jaclyn Beaulieu's salary remains unchanged from FY20 at \$96,608. The DHCD budget guidelines called for a 4% decrease in the (state budget) Allowable Non-Utility Expense Level (ANUEL) due to decreased income in [mostly] the family portfolio of housing across the Commonwealth due to COVID-19. Most of this cut was taken by a reorganization of administrative salaries after the retirement of Cherie Brigham on 9/1/20,

and a cut to the maintenance department's contract costs. The 91-1 federal public housing program is budgeted to purchase a new truck for the maintenance department.

FY2021 Budgets were presented in consideration of approval as follows:

MOTION: Stephen Domenicucci moved that the proposed Operating budget for State-Aided Housing of the Hudson Housing Authority, Program Number **400-1** for fiscal year ending 09/30/2021 showing total revenue of \$ 646,094 and total expenses of \$ 646,094 thereby requesting a subsidy of \$41,102, and further that the Executive Director's total annual salary of \$96,608 for fiscal year ending 9/30/2021 be submitted to the Department of Housing and Community Development for its review and approval. Anne Marie Lourens seconded the motion which, upon roll-call, was passed by a vote of 3 to 0.

MOTION: Stephen Domenicucci moved that the proposed Operating budget for State-Aided Housing of the Hudson Housing Authority, Program Number **689-1** for fiscal year ending 09/30/2021 showing total revenue of \$ 57,804 and total expenses of \$ 48,487 thereby requesting a subsidy of \$0, and further that the Executive Director's total annual salary of \$96,608 for fiscal year ending 9/30/2021 be submitted to the Department of Housing and Community Development for its review and approval. Anne Marie Lourens seconded the motion which, upon roll-call, was passed by a vote of 3 to 0.

MOTION: Stephen Domenicucci moved that the proposed Operating budget for State-Aided Housing of the Hudson Housing Authority, Program Number **MRVP** for fiscal year ending 09/30/2021 showing total revenue of \$ 17,400 and total expenses of \$ 16,466 thereby requesting a subsidy of \$0, and further that the Executive Director's total annual salary of \$96,608 for fiscal year ending 9/30/2021 be submitted to the Department of Housing and Community Development for its review and approval. Anne Marie Lourens seconded the motion which, upon roll-call, was passed by a vote of 3 to 0.

Anne Marie Lourens moved to approve the resolution for the Hudson Housing Authority federal programs budget for fiscal year ending 9/30/2021, as presented. Stephen Domenicucci seconded the motion which, upon roll-call, was passed by a vote of 3 to 0.

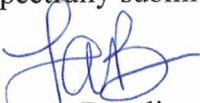
The Board noted the resignation of Ethan Mikula from the Hudson Housing Authority Board of Commissioners, effective 11/16/2020.

The HHA has requested a joint meeting with the Hudson Board of Selectmen on 12/7/2020 to discuss appointing someone to Mr. Mikula's position on the Board to finish the remainder of his term, which is set to expire in May 2021.

There was no executive session.

Upon a motion by Anne Marie Lourens, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY by roll call to adjourn at 7:48 p.m.

Respectfully submitted,


Jaclyn A. Beaulieu
Secretary