

GREAT BARRINGTON HOUSING AUTHORITY

Board Meeting
November 21, 2013
Minutes

MEMBERS PRESENT: Deborah Salem, Ariane Blanchard, Ann Condon, Veronica Cunningham

MEMBERS ABSENT: Dana DelGrande

OTHERS PRESENT: Barbara Heaphy, Christopher Rembold, Town Planner

The meeting was called to order by Deborah Salem at 2:24 p.m.

CPA Funding:

Chris Rembold spoke to the board about the newly formed CPC in Great Barrington. He spoke about his housing background in NYC before he came to G.B. He worked with HUD and large housing authorities in redevelopment. Barbara explained that G.B. is a small, state subsidized housing authority. We don't have section 8 housing.

Barbara gave Chris an outline of what housing authorities can use CPA funding for. Chris gave the board a handout defining a CPA is and a list of housing authority projects funded by CPAs in Lenox, Stockbridge and Williamstown. He gave us an overview of CPA. Projects stem from fixing a roof to combining with capital funding on projects. The Gt. Barrington CPA account is expected to generate about \$400,000 by the end of June, 2014. Plus, the state matches about 50% of that. Deborah Salem will represent the housing authority on the CPC. The CPC will decide how funds are administered. It makes recommendations on projects to be funded and the town votes on the recommendations.

Ariane asked what we could do with our outdoor space. Chris said we could apply for the open space funding to be used for community gardens.

Chris said that the state's match for FY14 won't hit our books until FY15 because there is about a 6 month lag.

Minutes:

Motion made by Ariane, seconded by Veronica to accept the October 17, 2013 minutes. All members voted in favor.

Check Register:

Deborah asked what the Carr Hardware bill was for. There is no explanation, just a code number. Barbara will include the purchase from now on. Monogrammed t-shirts for Rich were purchased recently. They say "The Great Barrington Housing Authority" on them so he can be identified when he goes into units, especially into a new tenant's unit. The Claussen electric bill was for special ordered emergency exit light bulbs. Ann made a motion to accept the check register for October. Veronica seconded it. All members voted in favor.

Executive Director's Report:

We are 100% occupied.

Past tenant is coming in at the end of the month with a \$150.00 money order.

Dewey Court:

I am in the process of filling a family unit, 3 bedroom. I have a tenant lined up to move in December 1st. The apartment, #11, that's been vacant for a long time, has been professionally cleaned. Walls need patching and painting, new cabinets will be installed along with new carpeting. I haven't heard anything from DHCD about vacancy funding so that apartment is still on hold until there's funding.

Snow Plow Contract:

I put an ad in the Shopper's Guide to run for two weeks, inviting contractors to bid on the snowplowing for FY14/15. One contractor, Gary O'Brien, bid on the job. Since we have used him in the past and we are expecting snow, I awarded him the contract at the seasonal rate.

Fall Housing Conference:

I attended the conference in Natick on the 18th and 19th of November. It was well attended by Berkshire County Executive Directors. At the conference, we learned that we won't know anything about the regionalization plan until spring. I attended various workshops on: small capital improvement projects, internal controls (audits), operational continuity in a disaster and CPA aid to housing authorities. I met our new asset manager, Aaron Beineke and spoke with him briefly. Overall, the conference was a good opportunity to network and learn.

Motion made by Ariane, seconded by Veronica to adjourn at 3:30. All members voted in favor.

Next meeting is December 19, 2013