

The Regular meeting of the LHA was held on Tuesday, April 5, 2016 at 4:30 PM at the Curtis, 6 Main St.

1. The meeting was called to order by Chairman C. May at 4:30 PM.
2. Roll Call: Present –C. May, Chairman/State Appointee  
M. Pero, Vice Chairman  
D. Kirby, Treasurer  
T. Sorrentino, J. Ward - Members  
M. Joyner, Exec. Dir.  
Absent - None Others: None
3. Agenda:
  - a. Tenant Forum – No requests
  - b. Minutes Feb. regular/special meetings, Board attendance requirements  
Public Housing Notice 2016-03 stipulates that all board members are required to provide contact information in the form of a hard mailing address and a personal e-mail address. This information will be included on the board member attendance reporting. All members agreed to supply their personal information. M. Pero made the motion to approve the Feb. regular meeting minutes, J. Ward seconded and all in attendance voted in favor. T. Sorrentino made the motion to approve the Feb. special meeting minutes, M. Pero seconded and all in attendance voted in favor.
  - c. Curtis Commercial Space  
\$ 9618.32 was transferred to 4001 (Elderly) account. Mar. 31, 2016 balance was \$61,696.52. Pricing has been solicited for a few replacement windows.
  - d. Accounts Payable  
The Feb. balance sheets, the 12/31/15 quarterly and Modernization reports were presented for review, \$4413.75 was transferred to 4001 (Elderly) from the 689 (handicap), 3/31/16 balance approximately \$142,134.00. The maintenance pay increased by .62/hr. set by Div. of Occupational Safety as of 4/1/16. A message regarding Agreed Upon Procedures for Financial Review was received 3/28/16. Many reports on procedures have been received by DHCD. The scoring and methodology differs across firms. Therefore DHCD is recalling the AUPs done to date so that DHCD can work with the firms to transmit the information into a consistent format. Also DHCD has agreed to utilize the first year of the AUP as a planning year and will not publish the documents. Subsequent years will be published per Ch. 235. LHA is scheduled for 4/21/16 with Gary DePace.
  - e. Old Business – Solar Net Metering Update  
On Mar. 16, 2016 Exec. Dir. received an e-mail from Nicholas Benjamin introducing himself as a member of the new owner of St. Joseph’s Abbey solar project . He believed I was aware that NRG had acquired the project from Steve Plonsker/Solterra approximately 6 weeks previous. He further stated that due to several factors the solar project from which the LHA is purchasing the allocated percentage of Net metered production has been reduced in overall capacity from 4,575 kW to 3,580.2 kW requiring the need to amend several schedules to reflect the project’s new final sizing. He included a redacted “First Amendment to Solar Power & Services Agreement” for the board to review. Exec. Dir. contacted Paul McPartland (DHCD) about this sale that took place with no notification to LHA and questioned legal ramifications. According to the original agreement signed 9/21/15 #13 – Assignment by Provider, provider shall not sell,

transfer, or assign the agreement without the prior written consent of Purchaser (LHA). NRG claims they did not technically need LHA permission to sell interest in SJA since SJA still exists. Paul spoke with someone from Klaven Law firm who is the contact on our agreement and told person that before any new documents were signed it is expected that something in writing be received from Klaven or Solterra stating that they have sold their interest in the project to NRG. To date we have not received an official notification. The LHA board voiced displeasure in the lack of official sale notification, the unprofessional redacted amendment (no initials), and the expectation it would be signed without question. Exec. Dir. was instructed to continue to review the agreement. M. Pero made the motion to postpone any signage until answers are given and the official letter of sale is received. T. Sorrentino seconded and all in attendance voted in favor. Board will proceed cautiously, with the possibility of calling a special meeting if necessary.

f. Vacancies

Curtis/3, TT/2 offline, Families/1-created by transfer.

g. Regional Capital Assistance Team (RCAT)

Three host authorities have been chosen - Leominster Housing Authority will be implementing the program for Berkshire County. LHA is not eligible for a waiver to opt out of this program because we have fewer than 500 units – required by law to participate.

h. New Business

**Rent recertifications** have been completed with exception of 3 households. All new rents are effective April 1, 2016.

**Time Warner Cable** is making digital conversion in the next few months. TWC wanted housing authority to be responsible for the boxes to provide this service instead of unit occupant including charges for unreturned equipment. Exec. Dir. stated residents shall be responsible and not authority. TWC informed of occupant responsibility.

**Exec. Dir. contacted Lenox Historical Commission** Chair Olga Weiss about process to obtain historic sign for the Curtis. The application will be filled out confirming the information on Form B. Sign is free and will be placed in designated location.

**Accessible Unit Initiative** – Public Notice 2016-05

Due to limited funding of \$1M under this initiative DHCD will only be granting awards to LHAs that meet the threshold criteria of zero fully accessible units, no pending capital projects to create accessible units, and LHA has prior, pending, or potential litigation or administrative complaints concerning lack of accessible units. Lenox does not meet any of this criteria.

**A draft Social Media Policy** was presented to all members for their review and input. It will be discussed/finalized at the next regular meeting.

4. C. May adjourned the meeting at 5:55 PM.

Respectfully Submitted,



Martha Joyner, Secretary  
Executive Director