

Housing Authority Minutes

MINUTES OF THE JULY 7, 2010 BOARD OF COMMISSIONERS MEETING HELD
AT 87 MAPLE STREET, ORCHARD KNOLL, AT 7:00 P.M.

MEMBERS PRESENT:

Richard Duguay, Chairman
Emily Witkus, Asst Chairman
Joan Welsh, Treasurer
Eva Gambaccini, Asst Treasurer
Marcia Cairns, Secretary

MEMBERS ABSENT:

None

OTHERS PRESENT:

Anita Sullivan, Executive Director
8 Orchard Knoll 667 Residents

The Regular Meeting of the Board of Commissioners was called to order at 7:02 p.m. by Chairman, Richard Duguay.

Unfinished Business:

The lumber and supplies for the shed will be moved over the next week. Anita Sullivan will purchase the shed materials and supplies and donate them to Orchard Knoll. Anita will try to see if she can get volunteers to build the shed under Chuck's supervision. Marcia suggested Anita contact the Fire Dept Assoc to see if they might be willing to help.

Anita presented a new policy for outside storage containers, (a copy of which is attached). Joan Welsh made a motion to accept the proposed policy for outside storage containers, Marcia Cairns seconded the motion. All in favor.

There is another policy issue before the Board and that is the planting of flowers or vegetables on the property. This policy has proved more complicated than expected. Anita will try to create a simple planting policy for the next Board meeting.

Three representatives from the West Boylston Fire Dept inspected the 667 hallways to discuss compliance issues and suggestions for hallway storage. As state previously the Fire Dept wants nothing impeding into the hallway that would affect their ability to get their equipment into an apartment in the event of an emergency. They stated they also wanted nothing in the front alcove on the first floor where the fire extinguisher is housed.

Besides those two issues, they did not think the other items in the hallways would effect safety at all. The Board requested Anita draft a simple policy to address the storage or display of personal belongings in the hallways.

Anita gave an evaluation of the recycling program and how effective it has been thus far. It seems many residents ARE participating. Anita will make note of how full the dumpster is each week so that we can consider downsizing and saving money! The Board began discussing the possibility of Orchard Knoll recycling with the Town. Anita will contact Leon to see if there is some reason that we can not throw our trash and recycling to the curb like every other Town resident.

Anita was able to get a copy of a letter received by the Amherst Housing Authority by Kopelman & Paige, giving an opinion on what CPC funds could be used for, specifically the Amherst Housing Authority was looking to preserve their family units with roof shingle and window replacements. Kopelman & Paige affirmed that CPC funds could be used for those type of projects. After a discussion the Board requested Anita bring this information to the Community Preservation Board. Anita will email Pat Crowley and try to be heard before the Board at their next meeting.

Anita spoke with Tim Hanson from Worcester Regional Planning and after brainstorming about different projects he suggested we might apply as funding for energy efficiency as well as a sidewalk down Maple St. Our boilers in 667 are original and we also have several buildings that have the original windows. Tim was going to check with his sources and figure out if an energy efficiency project would be something that would likely be funded. Anita will continue to work with Tim and check keep Leon informed of our intentions.

New Business

Some residents and guests are confused because the two marked office parking spots are always occupied by resident cars. Anita explained that there are several handicapped residents who are unable to walk from the lower lot. Anita thinks the residents should have first priority to park. Anita suggested making those spots officially resident spots and make the office parking down the hill. Most residents pull behind the resident cars to stop and get their mail or to stop by the office. This does not seem to be an issue. Marcia Cairns made a motion to designate the two spots in front of the office as Resident spots and make two spots down the hill for Office Parking. Joan Welsh seconded the motion.. Four in favor, Eva Gambaccini opposed..

It was brought to Marcia's attention that we never responded to Leon's request for Housing Authority information for the Town Master Plan. Anita had thought the Housing Authority already contributed what was needed when they attended a joint

meeting with the Housing Task Force in September. Anita will contact Leon and furnish the requested information. It is unclear what type of information is required.

Anita received a Formula Funding letter from DHCD. It outlined the award amount of \$177,788, but the first year it will be available is 2012.

It was suggested that Anita write a letter to the Board of Selectman about the old tree at the entrance of the property creating a hazard for Orchard Knoll residents. People leaving the property have to creep into the road in order to see around the tree and it is dangerous! Anita has written letters to the DPW, but will write a letter to the Board of Selectman.

Eva Gambaccini suggested we not pay a PILOT to the Town, as we are so strapped for funds. Rich Duguay questioned how the PILOT was calculated and said that he would research it further to determine if it is something we MUST be paying. It is more than \$6000 yearly which is a lot of money when roofs need to be replaced.

Executive Director's Report

There is no NAHRO newsletter published in July.

The July checks were reviewed and signed by Treasurer, Joan Welsh and Asst Treasurer, Eva Gambaccini.

The Governor approved the budget at 62.5 million, which is the same funding as last year. So we have to live another year within the 4.3% cuts. As costs rise it gets harder and harder to maintain the buildings properly.

The budgets FYE 9/30/10 have been approved.

Review and Approval of Minutes

Marcia Cairns made a motion to accept the minutes of the June 2, 2010 Regular Board meeting as written. Joan Welsh seconded the motion. Richard Duguay abstains, all others in favor.

Adjournement

Joan Welsh made a motion to adjourn the meeting at 8:35. Marcia Cairns seconded the motion. All in favor.

Respectfully submitted,

Anita Sullivan
Executive Director