

# GREAT BARRINGTON HOUSING AUTHORITY

Board Meeting  
August 18, 2011  
Minutes

MEMBERS PRESENT: Bill Drumm, Bob Magee, Deborah Salem, Dana DelGrande Ariane Blanchard  
MEMBERS ABSENT: none  
OTHERS PRESENT: Barbara Heaphy

The meeting was called to order by William Drumm at 2:15 p.m.

## **Minutes:**

Motion made by Bob, seconded by Dana to accept the minutes of the June 16<sup>th</sup> meeting. All members voted in favor.

## **Check Register:**

The check register in June was high due to an \$11,495.00 payment to Pittsfield pipers for the 705 Heating Systems replacement. The money came from Capital Improvements, not our own operating funds. Motion made by Dana, seconded by Ariane to approve the June and July check registers. All members voted in favor.

## **Executive Director's Report:**

Accounts receivable amounts were revised since report was written. Quite a few more tenants paid rent in the revision. The past tenant still hasn't responded and I will be taking her back to small claims court. There are two elderly tenants who owe but will pay with a reminder, usually a phone call. Four family tenants still owe and one has received a thirty day notice which will be coming up in a few days and will go to court. Another has entered into a weekly payment agreement and the others are working with me as well.

A past evicted tenant left owing \$510.30 over a year ago and Barbara has made the effort to contact her and collect this unpaid rent with no success. She is requesting that this amount be written off. The board agreed that this tenant could be located but also that she probably wouldn't pay. Bob asked how much has been written off this year. A balance owed by one past tenant was written off last year and nothing else since Barbara has been director almost four years. It was agreed that there should be a limit as to how much should be written off yearly and a review done whenever a write off is requested. Motion made by Ariane, seconded by Dana to write off the \$510.30 by a past tenant. All members voted in favor.

All waitlists are smaller since I did an update, especially the two bedroom list. New applications are coming in regularly however. There is one vacancy at Brookside that Rich is finishing up with. It has taken a while because the tenant had lived there since Brookside opened over forty years ago. This tenant was a smoker as well. A new tenant has been approved and will be moving in on Sept. 1<sup>st</sup>. At that time we will be 100% occupied.

Capital Improvement: We can spend up to \$51,000 in 2012 which is 20% over what we have been allocated the first year. An engineer from DHCD came in July to look at the Brookside sitework. He recommended we get an estimate from a contractor on the first phase of the job, sidewalk replacement, and fax it to him. He would use this to draw up the specs to be put out to bid.

Ariane mentioned that the screens in the family apartments at some point should be replaced with Capital

funding. They fall out easily because they are cheaply made which is a safety issue. She requested better quality screen, especially with kids sleeping on second floors. Also, years of taking screens out and putting them back in each season have caused much wear and tear on them. The screens get cleaned when the buildings are power washed every two years.

The section of the porch floor at Flagrock elderly that was soggy, was inspected last year by Tom Barthelette of DHCD and he determined it was not a safety issue. A tenant had expressed concern about this especially with wheelchairs in use on the porch.

Deborah made a motion to accept the Executive Directors report. Dana seconded it. All members voted in favor.

**Community Garden:**

The seven people involved with planting and maintaining the garden were served with an abundance of fresh vegetables and herbs. There was no waste. If more people want to be involved next year, the garden would have to be expanded. Ariane felt it was a great experience working on a garden together as a community. She got to know her neighbors better and has developed some new friendships. Some of the elderly tenants got involve as well. Overall, Ariane said it was wonderful and the tenants look forward to doing it again next year.

The next meeting will be held on September 15th at 2:15 p.m.

Motion made by Ariane, seconded by Dana to adjourn at 3:15 p.m.

All members voted in favor.

*Barbara A. Bygones, Secretary*