

## GREAT BARRINGTON HOUSING AUTHORITY

Board Meeting

March 20, 2014

Minutes

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

MEMBERS ABSENT:

OTHERS PRESENT: Barbara Heaphy, Richard Phair, Ann Pruhenski

The meeting was called to order by Deborah Salem at 2:16 p.m.

### Minutes:

Motion made by Dana, seconded by Veronica to accept the February, 2014 minutes. All members voted in favor.

### Ann Pruhenski:

Ann came to the board to ask if the agreement she signed on October 6, 2011 could be rescinded. The agreement stated that after the housing authority paint the ceilings and walls in the kitchen and living room of Ann's apartment, there would be no smoking in the apartment by her or anyone. Ann asked Barbara first and she said she would not rescind the agreement. Deborah stated that the agreement between Barbara, the Executive Director and Ann Pruhenski is not a board issue and should not be addressed at the board meeting. Ann began reading a list she had compiled of complaints and issues she has with management. The list goes back several years. She hasn't liked the responses she's gotten from Barbara for different requests over the years. As a result, she has gone to a board member with said request and believes that Barbara is holding that over her head. Ann also feels she signed that no smoking agreement under duress and is asking the board to rescind it.

A designated outside smoking area at Flagrock was approved by the board at the February meeting. Ann asked if this meant everyone had to use the designated area to smoke outside, including grandfathered smokers.

Deborah said yes, everyone who smokes outside now has to use the designated area. This includes grandfathered smokers, non-grandfathered tenants, home health aides and visitors.

Deborah stated that Ann brought several other issues to the meeting that should be addressed at a later time. The issue at hand is the no-smoking agreement that was signed. Ann wants to be able to smoke in her apartment because she was forced to sign that no-smoking agreement. She stated that she will use the outside designated area.

Dana suggested the possibility of a security deposit requires if Ann was allowed to smoke in her apartment. Ariane stated that Ann shouldn't be held to this contract but she did sign it. Carpets need to be replaced and walls need to be painted anyway and Ann takes care of her apartment. Ariane proposed that the agreement be rescinded. Ariane then excused herself and said she'd be back in 30 minutes. Ann seconded it. Veronica was in favor. Dana abstained. Deborah wants to consult a lawyer before a final decision is made. Barbara made a motion to table decision until Barbara consults a lawyer. Barbara will talk with the lawyer within ten days. Every attempt will be made to have a decision before the next meeting.

Dana suggested that Barbara use her office behind a closed door when a tenant asks to speak to her in private. Barbara has done that in the past and will continue to do so. Barbara will clarify the designated area policy as it is unclear the way it is worded now. Dana asked to be excused from the meeting because she had another

appointment.

**Check Register:**

Carr Hardware – maintenance supplies, paper products, ice melt, painting supplies for apartment 103 turnover.

Berkshire Rooter – sewer backup after hours at Brookside Manor. Sewage pipe was plugged and broken.

VanZandt repaired the pipe.

Ariane returned to the meeting.

Moran – replaced parts in boiler near greenhouse.

Country Carpet – replaced carpeting and linoleum in #103.

Debora made a motion to accept the check register. Ariane seconded it. All members voted in favor.

**Executive Director's Report:**

One four bedroom family unit is vacant. Accounts receivable looks good in comparison to prior months. Past tenant called and said she would send three months of payments.

The past tenant left owing rent. Her security deposit covered all but \$177.00. Since she left without proper notice and moved out of state, Barbara requested the board to write off this amount. Motion made by Deborah, seconded by Veronica to write off the \$177.00. All members voted in favor. However, Barbara will try to recover payment for damages and turnover costs by applying for vacancy funds.

**Dewey Court:**

On March 3<sup>rd</sup>, Anthony Clark took over the maintenance position. He works 24 hours at Dewey along with 12 hours as Rich's assistant in G.B. Rich supervises Anthony at Dewey Court as well. Anthony is working in a vacant apartment currently. Rich and Barbara check on him periodically. So far he has been well received by the tenants. He is eager to learn the position, doesn't have the experience or skill that Mike DelGrande had but seems to be taking it on with ambition plus he's got a great teacher in Rich. He will be evaluated in six months. Barbara is getting prices for contractors to do the work in #11. She's also pricing cabinets and countertops. Barbara has also contracted with Hill Engineering to oversee the repair and drainage of the water dam area at the end of the driveway.

**No Smoking Survey:**

Surveys were passed out to every tenant asking if they would be in favor of a smoke free property. 22 – no's and 27 – yes's came back. The surveys were not signed. Many non-smokers didn't want a smoke free property.

Barbara sent notices to all Flagrock elderly tenants about the designated smoking area now in effect. She attached the no smoking amendment that had been passed in 2009. The purpose was to refresh everyone's memory about the policy but it did confuse some of the tenants.

**Lead Compliance Certificate:**

Once a year a certificate is signed by each board member, stating that we are in compliance with the Lead Law. This is sent to DHCD at the end of our fiscal year.

**Capital Plan:**

The next project planned is a new roof on the 689 building - #1. We've been awarded funding in the amount of \$19,000.00. Hill engineering will be overseeing this project which will begin when the weather gets warmer.

**Other Issues:**

Deborah brought information on optional smoke free housing by HUD. It talks about the benefits of it from the New England Journal of Medicine. It talks about the problems as well.

Veronica mentioned that new business was not moved ahead of the other business on the agenda and it should

have been listed after the minutes in the order it was presented.

Ann mentioned water is running off the roofs at Brookside and landing on sidewalks where it freezes. The gutters need to be extended outward. Barbara will look into this.

Motion made by Ann, seconded by Veronica to adjourn at 4:05. All members voted in favor.

Next meeting is April 17, 2014