

## GREAT BARRINGTON HOUSING AUTHORITY

Board Meeting

July 16, 2015

Minutes

MEMBERS PRESENT: Deborah Salem, Ann Condon, Veronica Cunningham, Richard Needelman, Nan Wile

MEMBERS ABSENT: none

OTHERS PRESENT: Executive Director Barbara Heaphy

The meeting was called to order by Deborah Salem at 2:18 p.m.

### Minutes:

Ann's request that board members view the 689 Special Needs House after the bathroom renovation, be added to the minutes. She did request this at the June meeting. It will be added to the minutes.

Motion made by Ronnie, seconded by Ann to accept the June minutes. All members voted in favor.

### Check Register:

After Barbara answered several questions about the check register, motion made by Ronnie, seconded by Deborah to approve the June check register. All members voted in favor.

There were also questions about the balance sheet that Barbara will ask Sue about. She will be at the next meeting and will answer any questions.

### Executive Director's Report:

Barbara reported on the number of vacancies, applications on file and accounts receivable. Barbara requested that the amount past tenant owes be written off. She hasn't paid since January. Two thirds of the amount owed has been paid. Motion made by Nan to write off the balance owed. Ronnie seconded the motion. All members voted in favor.

### Dewey Court:

One elderly apartment which has been ready for occupancy since March, is still vacant. Seven applicants have been notified and but no one has accepted. The apartment is on the second floor which creates a problem for many elderly applicants.

Fire Alarm system upgrade started today. The panels on each building are being upgraded. BCRHA is paying for this with reserve funds.

The heating system project in one elderly building will be going out to bid very soon.

### Brookside Manor – Bathroom Fans:

There were no bidders on this job. Since it's summer making it very hot working in attic spaces, the job will go back out to bid in the fall.

### 705 Family Window Replacement:

All windows are installed in the family units. The contractor has a punch list to come back for some minor adjustments, touch up painting, etc.

**689 Special needs Bathroom Upgrade:**

This job will go out to bid soon. The board would like to see the finished bathroom.

**Solar Net-Metering:**

The board agreed that the last presentation on solar energy was not very informative and rather confusing. We agreed to continue exploring other options. It was suggested Barbara contact the first company that spoke to us.

**No Smoking Policy: Designated area at Flagrock:**

Barbara reported that there have been problems with tenants getting along in the designated smoking area. She has also been informed that tenants have been drinking alcoholic beverages and congregating in this area. A tenant came to Barbara upset about the current situation and doesn't feel she can use the smoking area because of the drinking and bullying that goes on. This tenant was very upset and angrily told Barbara if she didn't do something, she'd take it to the board. She was threatening, and accusatory of Barbara, raising her voice in front of other staff who were in the office. Barbara scheduled a meeting with Atty. Patricia LaFore and tenant. Atty. LaFore told tenant she was harassing Barbara and this was not acceptable. It isn't Barbara's position to address personality problems. Patricia also said that drinking alcohol on housing authority grounds, outside of apartments is not allowed because of the liability. The board asked that Patricia put something in writing about the meeting with her recommendations to the tenant.

The board agreed that Barbara should send a letter to all tenants at Flagrock Elderly, reminding them of the smoking policy and the designated area. Also, on that notice include that drinking alcohol on Housing Authority property other than in apartments is not allowed because of the liability.

The pothole at the end of the driveway is bad and needs to be filled. Barbara will see to this.

The bylaws should include somewhere near the end – Citizen's speak time.

**Annual Accounting Contract:**

The contract with Fenton Ewald went up \$20.00 a month. Motion made by Deborah, seconded by Ronnie to accept the contract for FY2016. All members voted in favor.

Motion made by Deborah, seconded by Ronnie to adjourn at 3:45 p.m. All members voted in favor.

Next meeting is August 20, 2015

Respectfully Submitted,

Barbara Heaphy  
Secretary