

GREAT BARRINGTON HOUSING AUTHORITY

Board Meeting
November 17, 2016
Minutes

MEMBERS PRESENT: Nan Wile, Ann Condon, Ronnie Cunningham
MEMBERS ABSENT: none

OTHERS PRESENT: Executive Director Barbara Heaphy,
Tenants: Jackie Sinico, Marlene Koloski, Jane Green, Kay Lord
Bill Cooke - Selectman

The meeting was called to order by Chairman Nan Wile at 2:20 p.m.

Citizens Speak:

Jackie Sinico asked about the problem with tenant next door to her. Barbara stated Jackie will have to come in to talk to her about this privately. Document everything that goes on so Barbara can move forward. Ann stated that it's important if it goes to court, to have everything documented for evidence.

Jane Green added that this tenant threatened to jump off the second story balcony. Who is responsible to take action? The Police Department? Jones? This tenant is dangerous to herself and others. Kay Lord mentioned that anyone can call elder abuse and make a report. Jackie stated she will begin documenting everything moving forward. It's also disturbing that the police or ambulance are here for this tenant two to three times a week. Barbara did receive a lengthy police report documenting all the times they have been called over the last several months. Jane mentioned that she reported to Erin about an incident three days ago with the tenant banging on the wall, disturbing a meeting she was having. Erin reported this to Barbara. Barbara called the tenant who denied it. A note was written to tenant's file.

Ann stated that this tenant has been connected to every agency for a long time but nothing can be done without a written record.

Marlene stated that three months ago Barbara said she would have electric allowance amount for Sarai. Barbara sent electric figures to DHCD and has not gotten approval yet. She will resend email to DHCD.

Jackie gave Barbara a list of medical deductions that she thought would be helpful to put in recertification packets.

Minutes:

Barbara stated that rent is based on income with certain medical deductions.

Brookside power washing is scheduled for next spring. Tenants will be notified beforehand.

Motion was made by Ronnie, seconded by Ann to accept the October Minutes. All members voted in favor.

Check Register:

After Barbara answered questions about the check register, motion made by Ann, seconded by Ronnie to accept the October check register. All members voted in favor.

Executive Director's Report:

Barbara reported on applications on file, vacancies and accounts receivable.

Accounts receivable is high. There are a few outstanding rents still owed that Barbara is working on with small claims court. Late tenants have been sent reminder notices. One tenant who owes a substantial amount will be getting rental assistance from a program through Berkshire Housing. This program is paying the full amount owed by this tenant. One large amount owed is in the middle of litigation in Housing Court and mediation is being scheduled for December.

Dewey Court:

One family unit is vacant at Dewey Court that Anthony is working on.

Citizen’s Speak issues:

Out of pocket medical expenses will be clarified at recertification time.

Roof Replacement – 2 & 3 Brookside Manor:

LaRochelle Construction was approved as the low bidder at \$22,500.00. Contracts will soon be signed. DHCD changed the spec of the shingle. It is a little darker.

Snow Plow Bids:

There was only one bid from Gary O’Brien. Motion made by Ronnie, seconded by Ann to accept the bid price of \$10,900.00 a season from Gary O’Brien. This is a two year contract. All members voted in favor. Motion made by Ann, seconded by Ronnie to accept the Executive Director’s Report. All Members voted in favor.

New Business:

Site Work at Flagrock- Joe DiMara from DHCD came out to look at the parking and sidewalk areas. He wrote a spec that included replacing concrete sidewalk slabs with blacktop. New curbing and driveway as well. Joe said the work should begin this summer.

Tree Pruning at Brookside:

Nan spoke with someone at National Grid, Verizon and Time Warner to determine who’s responsible for pruning trees around wires. The DPW approved two new trees for Brookside. The tree committee will do the planting. Once they are approved in Town budget, they will be planted.

Vacant Board Seats:

An ad was placed on the town website for the vacant board seat. It will be advertised in the Shopper’s Guide and The Berkshire Record. The state appointee position is vacant. Barbara has submitted this vacancy information to DHCD. She hasn’t heard anything yet. The mandatory tenant position on the board has not gone into effect yet, but will, sometime in 2017.

Atty. Patricia LaFore’s Contract:

Patricia LaFore’s annual contract is up for renewal. Her fee hasn’t changed. Nan made a motion to approve the contract for 2017. Ronnie seconded it. All members voted in favor.

Board Chairperson:

Ann proposed that Nan continue as Chairman until the May 2017 elections. Ronnie seconded the motion. All members voted in favor.

Motion made by Nan, seconded by Ann to adjourn at 3:16 p.m.

All members voted in favor.

Next meeting is December 15, 2016 at Flagrock.

Respectfully Submitted,
Barbara Heaphy
Secretary