

HINGHAM HOUSING AUTHORITY
30 THAXTER STREET
Hingham, MA 02043
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**Board Meeting
January 10, 2017
Minutes**

7:00 p.m. Meeting called to order by Chair Robert Keyes

Present: Commissioner Robert Keyes, Commissioner Davalene Cooper, Commissioner James Watson, Commissioner Irma Lauter and Sharon Napier, Executive Director

Absent: Commissioner Elizabeth James

1. Commissioner Lauter corrected the minutes from the December 13, 2016 meeting to clarify that there are not programs in Hingham to address the special needs of young adults with developmental disabilities. Commissioner Watson moved to approve the minutes from the December 13, 2016 meeting, as corrected. Commissioner Lauter seconded. Vote 4-0.
2. There was no report from the Tenant Association as an association has not yet been formed. Commissioner Lauter expressed her hope that such an association would be formed soon.
3. Report from the Executive Director.
 - a. Vacancy Report for November 2016—there were no vacancies during the month of December.
 - b. Financial Warrants for December 2016 were reviewed and discussed by the Board. Section 8 Housing Assistance Payments (HAP) totaled \$52,184.68 and Management Accounts payable in the amount of \$56,209.49. Large payments included \$1000 for year end to Fenton & Ewald, \$1293.00 for carpet and vinyl replacement, \$1200 to Strekalovsky Architecture, \$1377.50 for final payment on the exterior replacement doors project, \$2331.00 for the hands free door, \$10,229.76 for group insurance quarterly payment, and \$11,130.00 for property insurance.
 - c. Accountant's Report for October was favorable for all accounts, \$57,126.00. Thaxter Park State 400-1 program is \$40,285.00.
 - d. There were Capital Expenditures of \$1000.00 to Strekalovsky Architecture for the windows project.
 - e. General Update on Properties—Thaxter Park: The boiler and window plans have been finalized and bids will go out within the next two or three weeks. The Executive Director and Assistant Director met with Keith Jermyn , Tom Mayo, Dave Sargent, and staff from Father Bill's to discuss the Veteran's House on Fort Hill Street and what other services may be provided to the residents. Work continues on the Scotland Street house.

- f. Grants: Received a grant of \$129,000 to replace the oldest boilers on the Thaxter Park property. The Family Self Sufficiency Grant was awarded at \$66,199 for one year.

4. Old Business.

Commissioner Lauter asked for a report on how many contracts the Housing Authority now has with Strekalovsky Architecture. The Executive Director responded that there are now three contracts with this firm and that it is a state approved architect designer. The three contracts, each under \$10,000, are for the windows project, the boilers project, and the initial drawings for the Beal Street development.

Beal Street Development: There has been no response from the Board of Selectmen asking that the removal of the deed restriction be placed on the agenda at a future meeting. The Executive Director has learned of a possible pro bono attorney from Lawyers Clearinghouse who would assist with the legal issues surrounding development of the Beal Street property. SITEC has flagged the property and its work continues.

5. New Business

The parking policy was reviewed and discussed. No changes were made to the policy.

Motion to Adjourn made by Commissioner Cooper at 8:35 p.m. Seconded by Commissioner Lauter. Vote 4-0.

Respectfully submitted,
Davalene Cooper, Commissioner and Secretary