

MINUTES OF A SPECIAL MEETING
- OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON APRIL 22, 2014

The members of the Springfield Housing Authority met in Open Session at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts at 4:30 PM on April 22, 2014.

A copy of the Notice of Meeting, pursuant to Section 23B of Chapter 39 of the Massachusetts General Laws, as amended, with the Certificate as to Service of the Notice, was ordered spread upon the minutes of the meeting and filed for records.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a Special Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 4:30 PM on Tuesday, April 22, 2014 in the Conference Room of the Springfield Housing Authority at 60 Congress Street, Springfield, MA 01104.

SPRINGFIELD HOUSING AUTHORITY

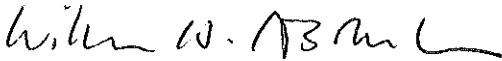
/s/William H. Abrashkin, Executive Director

April 17, 2014

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, William H. Abrashkin, the duly appointed and qualified Secretary of the Springfield Housing Authority, do hereby certify that on April 17, 2014 I filed in the manner provided by Section 23B, Chapter 39 of the Massachusetts General Laws, as amended, with the Clerk of the City of Springfield, Massachusetts, a Notice of Meeting of which the foregoing is a true and correct copy.

Attest:



William H. Abrashkin/Executive Director/
Secretary to the Board

Chairman Warren called the meeting to order at 4:30 PM, and those present upon roll call were as follows:

PRESENT

Raymond Warren
Willie Thomas
Thomas Labonte
Angela Robles
Jessica Quinonez

ABSENT

ALSO PRESENT

William Abrashkin
Michelle Booth
Nicole Contois
Howard Coro
Fidan Gousseynoff
John Healy
Wallace Kisiel

Executive Director Abrashkin provided brief information about the City's possible plan for demolishing Marble Apartments as a part of the modernization plan to de-concentrate poverty and reduce segregation. Tenants living in 46 units at Marble Apartments will be relocated and will receive Section 8 subsidy. Mr. Abrashkin stated that no action from the Board is required at this stage.

Chairman Warren invited Wallace Kisiel, the Deputy Executive Director and the Capital Improvements and Facilities Manager, to make a presentation on physical needs of the SHA properties. Mr. Kisiel handed the Commissioners a chart showing location of all developments around the city, and physical needs assessment review prepared last year.

By Chairman's request Wallace Kisiel provided information about his 27 years career at the SHA from forced account laborer to Section 8 inspector, then foreman and a member of Modernization Department.

Mr. Kisiel started by giving a review of the Riverview Apartments in the Brightwood Section of the City, built in 1963 as a family development, later renovated as a complex for the elderly and persons with disabilities. Today the development includes elderly high-rise, elderly low-rise and family low-rise buildings. The property was first occupied in 1963. The whole campus consists of 19 buildings including Community Room, administrative offices, maintenance storage buildings etc. Since 1965 some SHA offices were established at Riverview, some moved to Congress Street recently. Most part of the Section 8 is still located at Riverview. The SHA has been working on transforming several units into handicap accessible apartments to comply with HUD requirements under VCA.

Over the last two years every roof at Riverview was replaced; in 2012 the SHA installed backup generators. Most challenging problem - repairing the sidewalks, completing works under VCA, and energy consumption.

Chairman Warren commented that having only one elevator in high-rise building is also a serious problem. Mr. Kisiel stated that it is technically possible to make a passage way to build extra elevators at the expense of some units however such a project requires funding.

Mr. Kisiel then provided information on AMP 2 - Tri-Towers, which consist of 5 buildings, including three high-rises for the elderly and persons with disabilities, offices at 35 Saab Ct. and maintenance garage/ storage. The buildings were occupied in 1968-1985, there are 288 units, 12 handicap accessible apartments and a community room. The most recent REAC score was 95. Most recent renovation project: parking lots renovation 4 years ago and roofs replacement two years ago. Most challenging issue - condition of the sidewalks (due to the clay soil) and energy consumption.

AMP 2 also includes 705 projects (state scattered family housing), spread over neighborhoods, that makes it hard to manage.

The next development presented to the Board was AMP 3 - Sullivan Apartments at Liberty Heights section of Springfield. Occupied in 1971, there're 96 family units, a community room, training center, and Head Start. A couple of years ago a storage building was constructed to accommodate maintenance needs to store materials and supplies that had been kept in the basement for many years. Most recent renovation project - roof replacement in 2013 and putting 11 handicap accessible units. Most challenging problem - the development is located near a landfill, the soil is mostly clay, that creates a heaving of the sidewalks.

The next development presented to the Board was Morgan Apartments at Memorial Square part of the City. Built in 1972, it has 52 units for the elderly, 4 of them are handicap accessible; the laundry room is also handicap accessible with a special elevator that goes down to the basement. A storage/ garage building was built recently on the property. In 2012 the roofs were replaced. Most challenging problems is utility consumption since the buildings use electric baseboard heat.

Mr.Kisiel then presented to the Board the development called Kathryne Jones Apartments at Pendleton Ave (AMP 4), built in 1972. There are 2 story walk-up buildings with 32 units, one is handicap accessible. The most recent REAC score is 84. The next renovation projects planned are roof replacement and new intercom system. The greatest challenge (especially in winter time) is the very narrow driveway.

Next development presented to the Board was Moxon Apartments in Indian Orchard on Healey Street, occupied in 1972. The property consists of 14 brick-veneer structures. Most of the surface at that time was blacktop, in early 1990s the SHA built sidewalks. There are administrative offices at 20 La France Street. In 1990-s the SHA built a few handicap accessible apartments. The most recent REAC score was 84. The newest structure on the property is the garage/ storage facility. William Abrashkin mentioned that the SHA used the Stimulus money to build some storage facilities. Mr. Kisiel then continued stating that the next projects at this property will be the roof replacement (summer of 2014), sidewalks renovation and, possibly, construction of a new Community Room with laundry facility. The most challenging problem is energy/ water consumption, especially because residents are allowed to have washers in their apartments - the water bills for this property are extremely high. Mr. Kisiel said that if the SHA builds a new laundry facility on site, the construction will pay itself in 5 years and if the SHA provides the residents with energy saving washers, it will pay itself in 4 years.

Then Mr. Kisiel provided information about Jenny Lane Apartments in the Liberty Heights section. There are 96 units for the elderly, 4 are handicap accessible. The property was constructed in 1972 and consists of two-story walk-up brick-veneer buildings. There's Community Room, laundry facility, and the SHA Trades Building - a garage where SHA trucks are being stored. Most recent REAC score is 95. The most recent change - name change from Christopher Court, the last renovation - construction of the Trades Department office. Next project planned - roofs and side-walks renovation. The greatest challenge is utilities consumption, mostly due to electric heat. Commissioner Quinonez commented that some residents use A/C while the heat is still on.

Then Mr. Kisiel presented information on Manilla Apts, District E, AMP 5, in the Pine Point section of Springfield. There are 34 duplexes with two-story units with fenced backyards. The development was first occupied in 1970. Most recent modernization project: removal of 22 trees and roofs replacement. Next project planned - repair of 34 driveways.

Next property presented to the Board - 111 Marble Street in the Maple Hill section of Springfield, there are 48 elderly units, three-story walkups, first occupied in 1971. Most recent score was 95. Most recent renovation project - building of a storage structure; it was decided to build is separately from the other buildings, with separate utilities, so that in case the City decides to tear the apartments down, the storage building still could be used. Next plans on the agenda are roofs replacement and repairing of the deteriorating interior, however, everything is pending the City's decision on what they are going to do to this part of the City.

Mr. Kisiel's presentation continued with providing information about SHA development at 178 Pendleton Avenue (District E, AMP 5), consisting of 19 units, some are 5 bedroom apartments, 3 story walk-ups, there are fenced backyards. The property was built in 1975. On the corner of the property is what used to be a Community Room, that was converted to the District E offices before they moved to current location in Indian Orchard (it's bigger and handicap accessible). Therefore, this two-story walk-up structure is technically still a community room, there are two rooms and a bathroom upstairs, an office and a bathroom downstairs, so there are a lot of possibilities for this building; it can be used for different projects and the location is right in the middle of the City, in the Old Hill section. The most recent structure on the property is a storage building built for the maintenance staff, who had been using the basement of the CR for many years. The most recent REAC score is 95. The next capital projects will be replacing the parking lot and hatchways. The greatest challenge is utility consumption/ energy saving. The heat loss is very high due to the fact that the attics are very small and there's not enough space for a proper insulation - it was normal for buildings built back in 1970-s. Answering Commissioner Thomas's question, Wallace Kisiel informed that there's no laundry room on the property but it is possible to use the 2nd floor of the Community Room as a laundry since there're both exit and entrance doors.

The next property presented to the Board was Patrick Harrigan Apartments(AMP 6, District D) in the Forest Park section of the city. There are 42 elderly units in one two-story brick veneer walk-up. There are also a small Community Room and a laundry that is unfortunately not handicap accessible, but there are no handicap accessible apartments on the property. The most recent REAC score is 90, the latest renovation - roofs replacement in 2013, the next capital project - bathrooms renovation. The greatest challenge is energy consumption, the building uses electric heat.

Presentation was followed by a review of the Central Apartments in Maple Hills section. There are 2 buildings for the elderly, 24 units, 4 are handicap accessible. The property was built in 1972. There is a

community room and a laundry room, an elevator was built to make it handicap accessible, though it was constructed in an awkward way - there's no straight way to the laundry, only through the CR. This property was affected slightly by the tornado in 2011, it damaged the storage building a little bit, all the roofs were subsequently replaced with the insurance money. A few trees were removed recently and the next project is the bathrooms renovation.

Next property presented to the Board was Johnny Appleseed (AMP 6, District D), built in 1972, there are 60 elderly units, two-story walk ups with vinyl siding, considered one building. There's a handicap accessible laundry room and community room. Most recent projects - a maintenance storage built in 2012 and new roofs (2013). The roofs at this property were damaged by antennas and pigeon droppings and were replaced the same time as other roofs damaged by tornado - the SHA used an opportunity for a better bid.

Mr. Kisiel then continued to review Bay Sherman - Ashley Gerrish Apartments (District E). There used to be a third part of this AMP - 425 Central Street, damaged by tornado in 2011. These two properties are located in two different sections of the City. The 1st one, Ashley Gerrish is in the Six Corners, the buildings are four-story walk-ups, there are 16 apartments, the property was first built in 1910, then renovated in 1983. There used to be a laundry facility that the SHA had to close because it was broken into too often. There are metal porches on the back which need to be painted frequently to prevent rust. The newest structure is a small storage building. Bay Sherman was also first built in 1910, renovated in 1983, it's also a four-story brick building, there are two handicap accessible apartments. The most recent REAC score was 75. There's no storage facility here and not enough space to build one. The greatest challenge is very high energy consumption, mostly due to the windows that were replaced in 1980-s and not thick enough to prevent heat loss. The greatest problem with the windows is the lead paint underneath, so in order to replace the windows to save money on utilities, the SHA has to vacate the property until the lead paint is removed.

Next property presented to the Board was Pine James (AMP 7, District E). Located in the Maple Hill section of the City, this property was first occupied in 1970. There are 47 family units, a playground, and a laundry. The most recent REAC score is 75, the most recent improvement was constructing a garage/ storage in 2010. Next capital project will be roofs replacement and sidewalks repair. Chairman Warren inquired if the SHA has an authority to request demolishing a burnt building located next to the property.

Nicole Contois left the Conference Room at 5:30 pm.

Mr. Kisiel then presented to the Board the development called Pine Renee or Renee Circle (AMP 7, district E), also located in the Maple Hill neighborhood. Part of this property is located within Historic part of the City. There are 48 units, the property consists of two types of buildings - 3-story walk-ups with 18 units and 15 duplexes. There's a Community Room on the property. The most recent structure is a storage

building, the only building on the property which roof was not damaged by tornado in 2011. The most recent REAC score was 75. After 2011 tornado the SHA replaced all the roofs on the property. Next capital project will be removing the trees and repair of the driveways.

Mr. Kisiel then continued by reviewing AMPs 8, 9 and 10, which are newest AMPs but oldest properties. Reed Village was the 1st development federalized by the SHA recently. It is located in the Bay section of the City, there are 200 family units, 41 buildings on 35 acres. Mr. Kisiel demonstrated on the areal map how big the property is. Mr. Abrashkin indicated that 150 units are federally subsidized and 50 units are state subsidized with federal Section 8 program. When the SHA was going through the federalization of the 150 units, it was decided that the state units would be renovated too and the SHA is still paying back to the DHCD for this project.

There are administrative and maintenance offices at Reed Village (49 Lionel Benoit Rd.), the development was first occupied in 1949. The property includes 8 one-story buildings with handicap accessible apartments. The most recent capital improvement project was federalization, including replacement of the windows, gutters, down spots, siding, tree removal, sidewalks repair, kitchen cabinets and other interior work. The greatest challenge is that after the federalization HUD considers this development as new and won't give money for modernization for the next 5 years after. The most RAC score is unknown. Michelle Booth commented that according to the information she received from HUD, the score is 100.

The next development reviewed was Robinson Gardens (District B, AMP 9) in the Pinewood Section. There are 148 units, 40 buildings on 25 acres. This project was first built as a Veterans Housing in 1951, there are administrative and maintenance offices. The greatest challenge is energy consumption because the flat roofs do not allow to insulate the buildings properly. Some buildings are two-story walkups with 4 units in each building. There are also buildings with one bedroom flats for an elderly person/s who had been living for many years in the family housing and once their children moved out, were transferred to these one-bedroom units. There are laundry facilities at Reed Village, Robinson Gardens and Duggan so energy consumption/utilities expenses is a problem. The only way to reduce the expenses is either remove all the washers or replace with energy saving machines.

Chairman Warren inquired if satellite dishes are allowed at the SHA properties. Mr. Kisiel responded that dishes are not allowed and the one on the photo is for the office of Pam Wells (Resident Services).

Mr. Kisiel then demonstrated pictures of the property at Manhattan St. and provided information about Eagan and Manhattan Street projects, one story congregate structure with two entrances; there are 18 handicap units on each entrance way. Michelle Booth informed that the buildings are used by the Department of Mental Health. Mr. Kisiel informed that funding for improvements does fall within SHA's state capital improvement plan, so there are plans in the future to do some projects like sidewalks. SHA replaced roofs at Eagan recently.

The last federal property described by Wallace Kisiel was Duggan Apartments (Amp 3, District B) in Indian Orchard. It's the largest property, consisting of 57 buildings on 35 acres. Most typical building - two-story townhouse, brick veneer flat roof buildings, there are also ranch style one bedroom apartments with unusual design, occupied by those people who don't qualify for a family housing (their children have grown and don't live with them anymore) but who are not old enough to qualify for an elderly housing. There's a maintenance shop at 145 Goodwin Street, and a Community Room. The property is located on a hilly area and Mr. Kisiel indicated that even the highest building gets water in the basement.

Mr. Kisiel went on reviewing the state properties, all are in the District A portfolio. The first property reviewed was Carpe Diem in the Liberty Heights Section of Springfield, consisting of 75 units, 11 one - story one bedroom buildings. There're a Community Room, laundry and maintenance shop on the property. One unit is handicap accessible, Mr. Kisiel demonstrated a picture of the brand new ramp built recently, the work yet to be completed. The most recent capital improvement project - weatherization that was implemented thanks to the ABCD (Action for Boston Community Development) project which provided weatherization items in the amount of \$600000 for free. The package included free brand new boilers, hot water tanks, materials and supplies for insulation, as well as weatherization of front and back doors and sealing of any air penetration surfaces. Receiving these free items resulted in installing 26 new boilers and hot water tanks at Forest Park Manor, also replacing boilers and hot water tanks in 50% units at Milton Court and in 50% units at Carpe Diem (the other 50% were upgraded). In all units where the boilers/ heaters were installed, weatherization work (doors/ attics/ basement insulation) was also completed. Mr. Kisiel informed that all this became possible thanks to the work of Naomi DeChristopher from the Capital Improvement/ Facilities Department who found out about the project and spearheaded it. The SHA had only to spend time and money to remove asbestos on some properties like Carpe but, as Mr. Kisiel stated, it was worthy to spend money on asbestos removal since it would make the property safer for the residents.

Mr. Kisiel finalized his review of Carpe Diem by informing about other most recent renovations apart from weatherization - the sidewalks repair and the roofs were replaced in 2009. Executive Director Abrashkin added that Carpe is located at Shaine Circle, where the SHA is planning to build 6 state units destroyed by tornado in 2011. Mr. Kisiel demonstrated on the map the land sold to the City several years ago and the land still owed by the SHA where three ranches/ duplexes are planned to be built; all buildings will be handicap accessible.

The next development reviewed was Forest Park Manor, located just next to the Forest Park. The property consists of 15 brick-veneer one-story buildings, there are 116 units, one is handicap accessible. There's a maintenance shop, laundry facility and a big Community Room. The most recent modernization projects are: chimneys renovation in 2009; the Community Room was renovated in 2010; new windows installed in 2013;

some trees removed in 2013, and abovementioned weatherization work (free boilers/ hot water tanks/ attics and doors insulation).

Mr. Kisiel continued with providing information on AMP 11, Gentile Apartments in the South End, first occupied in 1978. There are 102 units, a big Community Room, a laundry room, maintenance shop and administrative offices. The most recent renovations: sidewalks and parking lots; new hot water pipes (installed in 2010); new driveway (2012); new intercom system, and security cameras; and new roofs. The biggest problem is heat control.

Next property reviewed was Harry Hogan at Florida Street. There are 4 buildings, first occupied in 1961, there's a Community Room, a laundry room, not handicap accessible. Most recent renovation projects - attics insulation and doors weatherization provided by ABCD project.

Mr. Kisiel continued by providing an aerial picture of Indian Orchard Manor, a property for the elderly, first occupied in 1966. There are 8 buildings, a Community Room, a laundry room that is not handicap accessible, so the greatest challenge is to figure out how to make it accessible. The most recent renovations are replacement of the driveway on the back of the property, ventilation renovation, and weatherization - new boilers provided by ABCD project were installed recently.

The next property reviewed were Morris School 1 & 2 on 45 Dewey Street and 603 Berkshire Avenue. There are 64 elderly units, it's a congregate housing. The building was originally a school, converted into a housing in 1988. There are 45 handicap accessible units on the 1st floor - it was the 1st property renovated for handicap apartments. There are laundry rooms on each floor. The most recent modernization projects - some roofs and rotten porches were replaced in 2013.

Then Mr. Kisiel introduced a property at Arch Street in the Memorial Square part of Springfield. Built in 1990, it is a group facility with 30 one bedroom units with a group kitchen and laundry room, there is also an exercise room. It is being used as a drug rehab. The most recent renovation project was installing an A/C system in 2009.

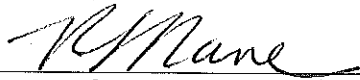
The last project reviewed was Scattered Site, consisting of 10 handicap accessible structures, spread out on 16 acres, that makes it's hard to monitor and manage. Not a lot of money is spent on this project so the property is in a pretty bad shape but it is in the capital improvement plan to do some work in there. Answering Commissioner Robles's question, Wallace Kisiel informed that there are 10 family homes with 2 bedrooms.

Chairman Warren expressed his gratitude and appreciation to Mr. Kisiel and his team members for preparing and presenting such a useful presentation. He indicated that energy/ utilities consumption is a significant problem for the agency, and resolving this problem requires better monitoring, better mechanicals and more responsibility from those who occupy these properties. Mr. Abrashkin stated that it is extremely difficult to make the residents to care more about the environment through saving energy or recycling.

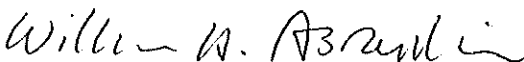
There being no further business to come before the members of the Springfield Housing Authority, upon a motion made by Commissioner Thomas, seconded by Commissioner Labonte, it was unanimously

VOTED: To adjourn the Open Session of a Regular Meeting of the Springfield Housing Authority at 6:29 PM.

ATTEST:



Raymond Warren, Chairman



William H. Abrashkin, Executive Director

