

MINUTES OF A REGULAR MEETING
- OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON FEBRUARY 17, 2015

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 February 17, 2015.

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

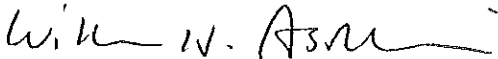
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a Regular Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 4:30 PM on Tuesday, February 17, 2015 in the Conference Room of the Springfield Housing Authority at 60 Congress Street, Springfield, MA 01104.

SPRINGFIELD HOUSING AUTHORITY
/s/William H. Abrashkin, Executive Director
February 12, 2015

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 February 12, 2015 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 (arrived at 4:33 PM)
Fidan Gousseynoff

John Healy
Wallace Kisiel (arrived at 4:33 PM)
Mary Ellen Lowney (arrived at 4:39 PM)

Chairman Warren started the Meeting with expressing his gratitude to all SHA staff members who have been working so hard in the last weeks keeping the SHA properties (including the parking lots and walkways etc.) clean of snow and accessible for residents, their visitors and emergency vehicles.

The Board reviewed the Minutes of January 20, 2015. Upon a motion made by Commissioner Labonte, seconded by Commissioner Robles, it was unanimously

VOTED: To approve the Minutes of January 20, 2015.

The Board reviewed the materials and a recommendation to approve amended Contract with the Department of Developmental Services regarding 14 & 18 Eagan Drive. By Chairman Warren's request John Healy indicated on the provided map where Eagan Drive is located. Michelle Booth stated that even though the Commonwealth of Massachusetts does receive income from the residents in the approximate amount of \$6200, all the money is spent on providing services to the residents 24 hours a day. She also explained that the rent is based on a formula assigned by DHCD. Executive Director Abrashkin indicated that the facility is being used by people not capable to live independently so it is essential that they are provided with a care around the clock. The Board reviewed the Minutes of January 20, 2015. Upon a motion made by Commissioner Labonte, seconded by Commissioner Quinonez, it was unanimously

VOTED: To authorize the Executive Director to execute a contract with the Department of Development Services for use of 14 & 18 Eagan Drive for the purpose of operating a residential program for no more than eight low-income persons with intellectual disabilities. The monthly rental amount under the terms of this standard DHCD contract is \$2,060.99

The Board reviewed the materials regarding awarding a contract for Independent Audit Services. John Healy stated that IFB was sent out to 30 companies, 6 of them responded, all of them very experienced in working with housing authorities and with very good references. In response to Judge Abrashkin's question if the current audit company responded to IFB, Mr. Healy stated that the company did respond but their rates were higher than of Hurley & O'Neil. Upon a motion made by Commissioner Thomas, seconded by Commissioner Robles, it was unanimously

VOTED: to make the following three year contract for Independent Public Audit Services award recommendation pending availability of funding for years 2 and 3:

<u>Supplier</u>	<u>Contract Amount</u>
Hurley & O'Neil	Year 1 \$44,800.00
36 Miller Stile Road	Year 2 \$44,800.00

The Board reviewed the materials and a recommendation to approve Change Order #3 to Contract # G-2014-3-1 with Inglewood Development in conjunction with the work to create six handicapped accessible units at Riverview Apartments. Upon a motion made by Commissioner Labonte, seconded by Commissioner Thomas it was unanimously

VOTED: to approve Change Order #3 to Contract # G-2014-3-1, with a credit of \$4,885.74 making the new contract amount \$1,260,975.89 while maintaining the Substantial Completion date @ 9 January 2015, subject to the review and approval of the Department of Housing and Urban Development.

The Board reviewed the materials on substantial completion for RAC Builders for the structural repairs at Sullivan Apartments. John Healy informed that the repairs of two units on the 3rd floor have been completed and presented a slide depicting one of the units after the renovations. Upon a motion made by Robles, seconded by Commissioner Labonte it was unanimously

VOTED: to accept the Substantial Completion closeout paper work for the Structural Repairs project at Sullivan Apartments, release Retainage to RAC Builders Inc. in the amount of \$3,724.00, and closeout the project.

William Abrashkin started his Executive Director's report with an update on improvements in the Conference Room. He informed that a projector on the ceiling, pull-out screen and a white board will be installed soon. He also informed about a meeting he, Nicole Contois and Pam Wells had had recently with an artist Rachel Saloio who will produce some sketches of murals for one wall in the Conference Room and one wall in the hallway area.

Judge Abrashkin continued his report by providing information with regards to real estate projects, specifically about the cooperation with Teacher Housing Initiative. He reminded the Board about previously reported efforts of the Business Leaders for Education to assist the Springfield School System to attract and retain young teachers by providing an affordable housing for them. Judge Abrashkin informed about plans to lease 25 units at newly renovated Silverbrick Apartments, the old Morgan Square. He also stated that a developer from Baltimore Thibault Maneken and a local developer recently signed an agreement to purchase and renovate more apartments for subsequent lease to teachers through this project. Judge Abrashkin commented that now it is a right time to get involved into real estate market in Springfield downtown area. Mr. Abrashkin stated that no details on the SHA's involvement into this project are available yet and as soon as he gets this information from the local developer he will inform the Board. In response to Commissioner Thomas's request to clarify if the SHA had signed a cooperation agreement and what is the SHA's role in the project will be, the Executive Director said that the agreement was signed between the local developer and Thibault Maneken and there is no information yet on

the role of the agency. He stated that the main goal for the Springfield Housing Authority is to support this important initiative to make its contribution into strengthening public education in Springfield though it would be good also to benefit from the real estate component of the project. Chairman Warren stated that he was impressed by Mr. Maneken and suggested sending the Board members a link to the web-site showing a renovation project in Baltimore where an old factory was turned into a beautiful apartment complex.

Finalizing real estate part of his report, Judge Abrashkin also informed that the Springfield Housing Authority is working with DevelopSpringfield on acquiring a property for the Section 8 Department.

The next topic covered in the Executive Report was publicity and connected with it TRS and fundraising. Judge Abrashkin indicated that one the goals for the SHA is to increase its presence in cyberspace and social media. The agency will be moving in that direction though still has to explore and prevent all the negative or potentially harmful aspects associated with active presence in social networks. Referring to the 3rd in the series article about TRS published in the NAHRO magazines distributed to the Board, Judge Abrashkin indicated that this was an important step in attracting HUD to support the program. He stated that he is working on a proposal to be submitted to HUD to request funding for Talk/Read/Succeed!

Executive Director Abrashkin reported about a Contract signed with Beverly Santicola who will be assisting the agency with fundraising opportunities as well as about a request submitted to the office of the Governor for a separate line item for TRS in the amount of \$350,000.

Judge Abrashkin stated that in response to Chairman Warren's inquiry regarding how reimbursement for utility is calculated, he found out that HUD bases its reimbursement formula on data for the previous two years which is very disadvantageous for the Springfield Housing Authority.

Mary Ellen Lowney left the Conference Room at 5:04 pm.

In response to Chairman Warren's question on how the agency buys energy, Executive Director Abrashkin suggested asking Nicole Contois to prepare a report for the next Board meeting. Commissioner Thomas suggested checking information about locking utility rates which can be beneficial.

Judge Abrashkin finished his Executive Report by stating that the agency is looking forward to work with the new Undersecretary of DHCD Chrystal Kornegay, who, as a former CEO of Urban Edge, did a great community work.

In response to issue of cost of the replacement units inquired by Chairman Warren earlier, Judge Abrashkin referred to a letter from Leon Pernice and Associates. Wallace Kisiel provided more information about the estimate and what factors have to be taken into consideration when calculating the costs. Judge Abrashkin stated that when replaced, all the units will meet DHCD accessibility requirements. Judge Abrashkin

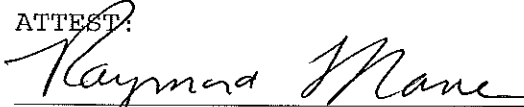
also said that the information he provided before that a part of money will be coming from the DHCD was incorrect and the funding for the replacement will be coming from three sites, insurance proceeds and the money to be received from the City of Springfield and the Springfield College. Mr. Abrashkin explained that the College is interested in purchasing the lots where the SHA properties damaged by tornado were located however the DHCD will not allow it until the agency has a replacement plan. If the City of Springfield does not provide enough funding from its disaster relief or other funds the agency will not be able to proceed with the deal with the Springfield College and will have to re-build the units on their old place. Michelle Booth informed that the City will be applying for a new Disaster Relief grant. In response to Commissioner Thomas's question on the time frame Ms. Booth indicated that the City has at least two years from the original grant date and this time may be extended if it gets approved for a new grant. Commissioner Thomas also inquired if there's any deadline for the Springfield Project and Ms. Booth stated that as far as she know there is no pressing timeline on them.

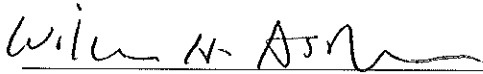
Chairman Warren requested to provide some clarification on the Cash Available Item in Financial Reports. Judge Abrashkin suggested requesting Nicole Contois to provide a clarification for the next meeting.

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

VOTED: To adjourn the Open Session of a Regular Meeting of the Springfield Housing Authority at 5:20 PM.

ATTEST:


Raymond Warren, Chairman


William H. Abrashkin, Executive Director

