

MINUTES OF A REGULAR MEETING  
- OPEN SESSION -  
OF THE SPRINGFIELD HOUSING AUTHORITY  
HELD ON OCTOBER 15, 2013

The members of the Springfield Housing Authority met in Open Session at the Fourth Floor Conference Room of the Springfield Housing Authority at 60 Congress Street, Springfield, Massachusetts at 4:30 PM on October 15, 2013.

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, October 15, 2013 in the Fourth Floor Conference Room of the Springfield Housing Authority at 60 Congress Street, Springfield, MA 01104.

SPRINGFIELD HOUSING AUTHORITY  
/s/William H. Abrashkin, Executive

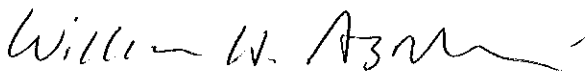
Director

October 10, 2013

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 October 10, 2013 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 4:32 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  
Tim Brennan, Pioneer Valley Planning Commission  
(arrived at 4:49 PM)

Atty. Craig Brown  
Michelle Booth  
Sean Cahillane  
Nicole Contois  
Howard Coro  
Joseph D'Ascoli  
Fidan Gousseynoff  
Kathryn Hardy  
John Healy  
Wallace Kisiel  
Mary Ellen Lowney  
Isabel Serrazina

The Board entered into a discussion relative to several matters regarding 60 Congress Street. Judge Abrashkin reviewed several items that included the summary of build-out charges which included changes from an open to "cluster" floor plan, I.T. upgrades and parking lot improvements; structure and financing including increased build-out in Purchase and Sale contract and additional expenses to the Central Office Cost Center; available funds and costs associated to the general build-out, I.T. upgrades, data and communication installations and furniture and moving expenses. Upon a motion made by Commissioner Thomas, seconded by Commissioner Labonte, it was unanimously

VOTED: To amend Board resolution adopted on June 25, 2013 authorizing the completion of the build-out of space at 60 Congress Street at a cost of \$390,000.00 with a proportional amount of the build-out charged to the RAO from \$390,000.00 to \$450,000.00; and

Upon a motion made by Commissioner Labonte, seconded by Commissioner Robles, it was unanimously

VOTED: To approve amendment to purchase and sale contract and authorize to increase the sum of \$300,000.00 in paragraph #22 to \$450,000.00, additional \$150,000.00 to come from the RAO contribution to build-out costs, and authorize execution of same; and

Upon a motion made by Commissioner Labonte, seconded by Commissioner Quinonez, it was unanimously

VOTED: To authorize increased expenditure for IT and security systems and related peripherals from previously authorized amount of \$29,420.03 to \$39,057.66, funds to come from sums escrowed under the purchase and sale contract; and

Upon a motion made by Commissioner Thomas, seconded by Commissioner Labonte, it was unanimously

VOTED: To authorize expenditure of up to \$50,000.00 for furniture and moving expenses for 60 Congress Street, expenditures to be approved by Board Chair and funds to come first from sums escrowed under purchase and sales contract and second from Central Office Cost Center.

Atty. Craig Brown left the Conference Room at 4:45 PM.

The Board reviewed materials presented relative to a change order to Contract PO# 025216 with Hogan Technology, Inc. which included an additional twenty-four 2 Port Data Stations to be installed at 60 Congress Street. Upon a motion made by Commissioner Labonte, seconded by Commissioner Quinonez, it was unanimously

VOTED: To approve contract Change Order No. 1 in the amount of \$9,637.63 to Contract PO# 025216 with Hogan Technology, Inc. for the installation of an additional twenty-four (24) 2 Port Data Stations and related materials and supplies, making the new contract amount \$38,847.75 with funding to come from the Central Office Cost Center ["COCC"].

Tim Brennan entered and left the Conference Room at 4:49 PM.

The Board entered into a discussion regarding having payment of their compensation, or stipend, paid out of the Central Office Cost Center. Upon a motion made by Chairman Warren, seconded by Commissioner Labonte, it was unanimously

VOTED: To authorize that quarterly compensation in the amount of \$1,964.11 to the office of Chairman and \$1,571.29 to all other members, be payable out of the Central Office Cost Center effective quarter ending December 2013.

The Board reviewed materials and a recommendation regarding the FY2013 income limits for the Mass Rental Voucher Program ["MRVP"]. Upon a motion made by Commissioner Labonte, seconded by Commissioner Quinonez, it was unanimously

VOTED: To adopt Resolution No. 9604, whereas the Springfield Housing Authority wishes to adopt the following income limits for the Massachusetts Rental Voucher Program effective July 1, 2013:

<b>Number of Household Members</b>	<b>50% (Very Low Income) of HUD Area Median Income</b>
<b>1</b>	<b>\$ 28,700</b>
<b>2</b>	<b>\$ 32,800</b>
<b>3</b>	<b>\$ 36,900</b>
<b>4</b>	<b>\$ 40,950</b>
<b>5</b>	<b>\$ 44,250</b>
<b>6</b>	<b>\$ 47,550</b>
<b>7</b>	<b>\$ 50,800</b>
<b>8</b>	<b>\$ 54,100</b>

The Board reviewed materials and a recommendation to adopt HUD's FY2014 Fair Market Rents and Payment standards for Housing Choice Voucher program based on 98.4% of the Fair Market Rents effective October 1, 2013. Upon a motion made by Commissioner Robles, seconded by Commissioner Quinonez, it was unanimously

VOTED: To adopt Resolution No. 9605, whereas the Springfield Housing Authority wishes to adopt HUD's FY2014 Fair Market Rents and Payment Standards based on 98.4% of the Fair Market Rents effective October 1, 2013 as set forth below:

Bedroom Sizes	HUD FMR & Payment Standards 100% Effective 10/1/13-9/30/14	SHA Payment Standards Effective 10/1/13 - 9/30/14
0 Bedroom	634	624
1 Bedroom	761	748
2 Bedroom	951	935
3 Bedroom	1187	1167
4 Bedroom	1353	1330
5 Bedroom	1556	1530
6 Bedroom	1759	1729

The Board reviewed the Certificate of Final Completion from R.A.C. Builders Inc. for work at Forest Park Manor to replace windows in 80 units. Upon a motion made by Commissioner Thomas, seconded by Commissioner Robles, it was unanimously

VOTED: To accept the Certificate of Final Completion from R.A.C. Builders, Inc. for work at Forest Park Manor as part of Contract No. SMOD2013-16-7, hereby accepting the project, effective October 15, 2013 and authorizing Certification for Payment in the amount of \$211,900.00.

Howard Coro left the Conference Room at 5:06 PM.

The Board reviewed request for Change Order No. 1 from Titan Roofing Inc. for additional work at Saab Court under Contract No. 35-C-2013-19-4. Upon a motion made by Commissioner Robles, seconded by Commissioner Quinonez, it was unanimously

VOTED: To approve contract Change Order No. 1 in the credited amount of \$3,665.00 to Contract # 35-C-2013-19-4 with Titan Roofing Inc., for the changes as described by Leon Pernice & Associates, making the new contract amount \$630,335.00 with availability of funding to come from the 2011 Capital Fund, which has been verified by the Accounting/Finance Department.

Mary Ellen Lowney left the Conference Room at 5:07 PM.

The Board considered documents related to awarding a contract for Site Improvements at 667-1 Carpe Diem Apartments to Henry General Contractors. Upon a motion made by Commissioner Thomas, seconded by Commissioner Robles, it was unanimously

VOTED: To award a contract to Henry General Contractors in the amount of \$155,900.00 to do Various Site Repairs at Carpe Diem, utilizing state Capital Improvement funds and to appoint the Executive Director as the contracting officer authorizing him to execute the contract.

The Board reviewed materials on awarding a contract for the roof replacement at Gentile Apartments. Upon a motion made by Commissioner Labonte, seconded by Commissioner Quinonez, it was unanimously

VOTED: To award a contract to Capeway Roofing Systems, Inc. in the amount of \$146,400.00, for the Gentile roof replacement, utilizing state Capital Improvement Funds and to appoint the Executive Director as the contracting officer authorizing him to execute the contract.

John Healey left the Conference Room at 5.09 PM.

The Board reviewed recommendations on Change Order's No. 7 and 8 to Contract No. SMOD2011-2-12 with Chapman Waterproofing Company and accepting Certificate of final completion. Upon a motion made by Commissioner Robles, seconded by Commissioner Quinonez, it was unanimously

VOTED: To accept Change Order No. 7 in the amount of \$20,244.44; accept Change Order No. 8 in the amount of a negative \$67,172.23; and accept Certificate of Final Completion from Chapman Waterproofing Co. for Federalization work at Duggan Apartments, Contract No. SMOD2011-2-12, releasing final payment and retainage in the amount of \$415,696.14 pending the review and approval of the Department of Housing and Community Development.

Kathryn Hardy left the Conference Room at 5.11 PM.

The Board entered a discussion regarding Public Housing Reform. Judge Abrashkin indicated that a memorandum about this matter was provided to the Commissioners at the August Board meeting. Chairman Warren expressed his opinion that it is too premature to take a position on the Reform. Commissioner Thomas also stated that the standpoint of the Board must be discussed after all the proposals are put into place.

Mary Ellen Lowney returned to the Conference Room at 5.21 pm.

Sean Cahillane presented to the Board the Certificate of Occupancy for the building at 60 Congress Street. Upon a motion made by Commissioner Labonte, seconded by Commissioner Quinones, it was unanimously

VOTED: To accept the Certificate for Occupancy for 60 Congress Street.

Judge Abrashkin informed the Board that the position of the Executive Department Manager was offered to Fidan Gousseynoff effective 10/18/2013, which she has accepted.

Judge Abrashkin reported that a grant application will be submitted to DHCD under their Community Service Development Block for continued funding of Zenaida Burgos's position as Outreach Coordinator with the Talk/Read/Succeed! program.

Judge Abrashkin provided the Board with the state Auditor's final audit report as it related to misconduct at the SHA under previous management.

Judge Abrashkin also presented the August 2013 Financial Report to the Board.

Chairman Warren asked for the Board's consideration to enter into Executive Session. Upon a motion made by Commissioner Labonte, seconded by Commissioner Robles, it was by a roll call vote (Warren - Aye, Thomas - Aye, Labonte - Aye, Robles - Aye, Quinonez - Aye) unanimously

VOTED: To enter into Executive Session to discuss strategy with respect to litigation and to not reconvene in Open Session.

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

VOTED: To adjourn the Open Session of a Regular Meeting of the Springfield Housing Authority at 5:48 PM.

ATTEST:

  
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Raymond Warren, Chairman

  
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William H. Abrashkin, Executive Director