

MEETING MINUTES  
ROCKPORT HOUSING AUTHORITY  
Board Meeting – April 11, 2019 at 6:00 PM

CALL TO ORDER:

Meeting called to order by Chairman, Jonathan Ring

ROLL CALL

Present: Jonathan Ring, John Knowlton, Bethany Brosnan, Paula Murphy & Leigh Perry Duda

TENANT PARTICIPATION

There is a water ban regarding the water treatment plant is having problems. Tenant reports it was in the newspaper. Tenant wants to make sure that tenants know not to water garden areas too much. Mr. Ring and Ms. Brosnan confirm they saw this in the paper. Ms. Brosnan quotes the article found in the Gloucester Times: "As for the water 8 p.m. and residents will ban, Parisi said that starting May 27, all non-essential outdoor water use, including soaker hoses, sprinkler systems and fountains, is prohibited until further notice. Watering lawns and gardens will be permitted only between 5pm and 7pm and only will be allowed to use one hand-held watering hose."

APPROVAL OF MINUTES: March 14, 2019 – Regular Meeting

Mr. Ring puts forward a motion to approve the March 2019 meeting minutes. Ms. Murphy seconds the motion. Mr. Knowlton does state that a tenant brought up the drainage system behind building 18 at the last board meeting and he states that it poured rain the following night. Mr. Knowlton went over the following morning and everything was dry and working properly. Ms. Brosnan also states that she visited the site that day and it was working properly. Mr. Knowlton states that two years ago there would have been feet of water but now the system is working properly. All board members vote in favor of approving the meeting minutes. Motion passes.

TREASURER'S REPORT: March 2019

Guyder Hurley audit report is included in board packets of information for review. Mr. Ring notes that audit cost of \$10,000 was paid in March. Ms. Duda reports that this pricing was negotiated by David Houlden (former Executive Director) for the next three years. Mr. Ring also notes that National Grid was a large bill. Ms. Duda reminds the board that Millbrook Park is on electric heat and hot water and that is why this is higher in the winter months. Mr. Ring makes a motion to accept the treasurer's report. Ms. Murphy seconds the motion. All board members vote in favor to approve the minutes. Motion passes.

NEW BUSINESS:

- o HUD 5 Year Plan – Ms. Duda states that she reviewed what David Houlden had done in the past as the Executive Director and RHA would like to put forth the same plan. No changes proposed. Ms. Duda recommends keeping the successful plan in place. Mr. Ring puts forth a

motion to accept the plan and Ms. Brosnan seconds the motion. All board members voted in favor of approving the plan. Motion passes.

- Section 8 Fair Market Rates – Ms. Duda states that HUD published new FMRs. Within HUD guidelines we can approve 90%-110% as RHA FMRs. RHA is recommending 95% of these rates so that rates will match what current market rates are in the area. Mr. Ring puts forth a motion to approve the new rates and Ms. Brosnan seconds the motion. All board members vote in favor to approve the new rates. Motion passes.
- Landrio Fence - Mr. Ring reviews what has already been gone over in board meetings since the summer of 2018. Mr. Landrio is looking to gift/add a fence on RHA property. Mr. and Mrs. Landrio did attend the board meeting to explain that they feel this is a good option for RHA. Ms. Duda expressed concerns regarding liability issues (damages, falls, etc), cost of repairs, setting a precedent going forward for other Anchorage residents and other abutters, and National Grid access to utility pole. Mr. Landrio stated that he and his wife purchased the townhouse in 1994 and that they have concerns regarding their privacy, that they have spent a lot of money making their property look pretty (patio, statues, wall, etc.) and that they have picked out a nice fence to gift to the RHA. Mr. Ring asks the other board members for their input. Ms. Murphy has concerns as a real estate agent about future sales of the property and whether or not future owners would want to take on the liability. Mr. Knowlton expresses concern regarding maintenance, snow removal, and that National Grid wants 10 feet of clearance and also suggest putting the fence on the property line. Mr. Landrio responded to Mr. Knowlton by stating, "It is not enough yard space." Mr. Ring states that Mr. Landrio's main concern seems to be privacy and states that putting a fence on their property would solve the privacy issue and that RHA would most likely not object to a fence on the property line. Ms. Brosnan then states that she is concerned about setting a precedent. Ms. Duda states again that she is concerned about the liability and exposure for RHA. Mr. Ring puts forth a motion, Rockport Housing Authority will not allow Anchorage or any neighbor/abutter to place/erect a fence on RHA property. Mr. Knowlton seconds the motion. Board members unanimously vote to approve the motion.
- Recommend State Appointed Board Member – Mr. Ring introduces Suzanne "Sue" Terry Blake as the possible next state appointed board member. Ms. Blake says hello to the room and states that she knows most of the board already. Ms. Blake has served on the Rockport Council on Aging Board and also has experienced RHA as her Mom lived on campus for some time. Mr. Ring puts forth a motion to recommend Ms. Blake for the state appointment board position at RHA. Ms. Murphy seconds the motion and the board unanimously approves the recommendation to the governor's office. Mr. Ring also introduces Ms. Theresa Byrne to the room as she is on the ballot for the spring election to the RHA board. Ms. Byrne has lived in Rockport for approximately 6 years and has done significant volunteer work in town. Ms. Byrne is also an attorney.
- Patriot's Day – Holiday - Ms. Duda states that looking through payroll records, the RHA office has traditionally been closed on Patriot's Day in April. Ms. Duda states that it is currently not listed in the Employee Handbook. Ms. Duda is proposing that we add this as a holiday in the Employee Handbook. Mr. Ring makes a motion to approve the amendment to the Employee Handbook to add Patriot's Day as a recognized holiday and day off for the RHA staff. Ms. Murphy seconds the motion. All board members approve the motion.

DIRECTOR'S REPORT:

- Vacancies – Currently have (1) vacancy at Millbrook Park. Not currently filled because of CHAMP waitlist issues. New centralized list went live April 10, 2019. Hoping to have this filled by the end of May.
- Tenant Accounts Receivables – (1) tenant scheduled to go to Housing Court and paid in full. We do have (1) tenant likely going to housing court for non-payment and one additional issue. Lastly, we have (1) additional tenant that has not paid rent but RHA is working with DHCD on this.
- Other Management Items – No additional items at this time.

ADJOURNMENT - Mr. Ring puts forth a motion to adjourn the meeting. Mr. Knowlton seconds the motion. The board was all in favor of adjourning the meeting.