

A regular meeting of the Webster Housing Authority was held on Monday April 22, 2019 at 10 Golden Heights, Webster. Meeting was called to order at 530 pm.

I. Upon roll call the following members were present: Douglas Babcock, David DuPont, Roland Napierata, James Avery and Peter Luchina. Paula Mayville (Executive Director), Terry Raymond GHTO, Rhea Parker, William Herra, Laurie Herra, Margaret Duquette, Phil Kenney, Ken Hoegen, Tracie Pollier and Maureen Napierata were also present.

II. Minutes from Mar 25, 2019 were reviewed. James Avery made a motion to accept the minutes as presented, seconded by Roland Napierata. All members in favor.

III. Executive Director's Report:

- **PMR scheduled with DHCD:** Paula provided members with the confirmation letter from DHCD scheduling the Performance Management Review for Tuesday May 7, 2019
 - **Egress upgrade suggestions:** James Avery, who requested this agenda item, requested that it be tabled until the next meeting
 - **HUD issued public housing assessment score:** Paula provided members with the scoring matrix calculating the overall score at 84 for Golden Heights II. Additionally the WHA qualified for "Small PHA deregulation" based on this score. Additionally, Paula provided HUD's 2019 Capital Fund award publication indicating the WHA was awarded \$108,503. Contract amendments, certifications and sign offs will be addressed at the next board meeting.

IV. Tenant Organization report: President Terry Raymond reported that Paula presented parking options at the last GHTO meeting. At the meeting, Terry reports that she was approached by another resident who posted notice of that meeting after contacting Paula but not contacting any GHTO officer. This resulted in a lot of activity and disagreements and then everyone was able to sit down, relax and speak. William Herra introduced himself as the resident who posted notice that the meeting would be discussing a few very important issues that affect all tenants; he signed his name to this notice as required by the Executive Director. He went on to report that wanted to speak at the GHTO meeting about the upcoming town election in general without mentioning anyone's name, make himself available for rides to the polls, and provide absentee ballots if people could not get to the polls to vote. He reports the GHTO would not allow him to do so and the President adjourned the meeting as soon as possible. Terry responded that she didn't feel it was an issue to discussed at tenant organization meeting and questioned what the several topics in the notice referred to. She was glad that everyone was at tonight's meeting to work together. She reiterated a previous suggestion that the Board have at least one meeting up at #19 every year as a Q&A forum. Through the Chair James Avery stated that it was totally out of order to bring absentee ballots to the GHTO meeting. As Mr. Herra requested he be able to respond to the GHTO report. He noted the meeting was recorded by the video cameras, and will show how he was violently approached by the President. He asked that

footage did not disappear like the previous incident he viewed from April 14. Chairman advised that the tenants involved provide a written complaint so the Board can determine if the issue is appropriate for discussion by the Board. Ken Hoegen then asked if he could speak on his own behalf about allegations made against him if and when the Board took up the issue.

V. New Business:

- 1. Fee Accountant contract renewal:** Paula provided new contracts for both state and federal programs back to Jan 1 2019 based on WHA's recently approved operating budget. The new fees represent a 6% increase to both programs. Douglas Babcock made a motion to approve the proposed state and federal contract renewals with Fenton, Ewald and Associates for the 2019 calendar year and authorize the Chair to sign on behalf of the housing authority. Motion seconded by Roland Napierata, all members in favor.
- 2. Alpha Contracting App Payment #1 667 windows:** Members were provided requisition number one covering permits, bonds and submittals totaling \$8597050 after required retainage. Paula reported that the contractor was issued a notice to proceed which set completion deadline of June 7. Contractor reports window orders are 2-3 weeks out. Douglas Babcock made a motion to approve Application for Payment #1 for Alpha Contracting. Motion seconded by Roland Napierata. All members were in favor.
- 3. Zander Corp close out this phase GH2 bathrooms:** Members were provided Application for Final Payment of \$7935.80 and contract close-out approved by Nault Architects on 4/11/19. Motion made by Douglas Babcock to approve payment as presented, seconded by Roland Napierata. All members in favor.

VI. Unfinished Business Paula reviewed feedback and surveys regarding the first and second choice (base price/alternate price) between two proposed areas to expand parking at GH2. Overwhelmingly, residents listed the Upper garage/Lower community building as their first choice over Bldg 12/North Main. Additionally, residents agreed they would prefer to forego parking at the upper garage but add spaces at the lower community building location if the first choice came in already over budget. Paula will relay that information to the architect for pricing.

VII. Other Business Unknown at time of posting: none

VIII. Bills & Listing: Checks were signed and listing reviewed at the beginning of the meeting.

IX. Adjourn/schedule next meeting. May's regular meeting was scheduled around Memorial Day holiday (fourth Monday of the month) and the Mass Nahro conference (third Monday of the month). Additionally, the town meeting is already scheduled for May 13 (second Monday of the month). After discussing schedules and options, next meeting was set for Wed May 15, 2019 at 530 pm. James Avery made a motion to adjourn at 605 pm, seconded by Roland Napierata, all in favor.

Respectfully Submitted (Attest)

Paula Mayville, Executive Director and Secretary