

A regular meeting of the Webster Housing Authority was held on Wednesday May 15, 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, Marie Hardy, Diane Dean, Candace Payne, Frank Stefanik, Hope Lachance, Phil Kenney, Ken Hoegen and Maureen Napierata were also present. William Herra announced that he would be taping the meeting. Chairman announced the taping to all those present and asked Mr. Herra the reason he was taping; Mr. Herra responded that it was his legal right to do so and that it was for his personal protection.

**II. Minutes from April 22, 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 completed by DHCD:** Paula provided members with the report resulting from the WHA's Performance Management review on Tuesday May 7, 2019
  - **Open meeting law violation:** Paula provided copy of letter to resident taping last month's meeting without the Chair's knowledge, prohibiting the required announcement to attendees
  - **HUD Section 8 Management assessment score (SEMAP):** Paula provided members with the scoring matrix calculating the overall score at 85.

**IV. Tenant Organization report:** President Terry Raymond reported the organization held a very successful horseracing activity, shepherd's pie lunch and Friday movie nights. She stated the Organization meeting was scheduled for tomorrow and thought the issue was resolved after everyone shook hands after the last meeting. She said it will difficult for the GHTO to fix the complaints against themselves given the complaints are major. William Herra stated that the whole thing started when he was verbally abused and charged at. By-laws provide steps to follow in resolving disputes. Mediation avenues were mentioned including Worcester Housing Court and the Mass Union of Public Housing Tenants.

### **V. New Business:**

1. **New software vendor for Section 8 Centralized Waiting List:** Paula provided a summary sheet for Mass NAHRO's transition to "Go Section 8" software with no change in fee. Mass NAHRO also provided an 18-page Administrative Plan Amendment and the sub-license agreement for review and approval. Motion made by Douglas Babcock to approve the Housing Choice Voucher Administrative Plan amendment as presented and authorized the Executive Director to execute the sub-license agreement with Go Section 8. Motion seconded by Peter Luchina, all members in favor.
2. **ModPHASE grant:** Paula reported that three NOFAs were published just prior to last meeting and copies provided in packets. Of the three, this opportunity to obtain funding for major modernization coupled with supportive services is best suited for

Golden Heights I. Although the NOFA provided a list of “eligible developments”, the WHA can appeal its ineligibility. With the assistance of the RCAT team an appeal would be based on a number of factors: high capital needs, a service-rich environment, no similar funding in last ten years, leveraging other funds is not required but our recent ADA from the town may qualify for scoring purposes. Peter Luchina made a motion that Paula pursue further information and report back to the board. Motion seconded by Roland Napierata, all members in favor

3. **Complaint regarding Tenant Organization:** Three residents provided sealed envelopes for Board members on May 6, May 10 and May 13. One resident provided Paula a copy of the letter provided to members. The Chairman informed the audience out of order, at the beginning of the meeting, that the Board did not have jurisdiction over a complaint against the tenant organization and read aloud Atty Karen Ahler’s written recommendation based on DHCD’s position on LHA boards’ involvement in tenant organization affairs. GHTO President Terry Raymond stated that they needed an independent person to help them resolve the issues because the GHTO officers were being asked to resolve a complaint about themselves. Chairman advised the person complaining to avail themselves of their rights under the tenant organization by-laws, and perhaps engage a third party to assist in the resolution.

**VI. Unfinished Business** In packets, Paula provided annual certifications required for HUD’s \$108,503 capital fund award including Disclosure of Lobbying activities, Civil Rights Certification and Payments to Influence Federal Transactions. Paula noted that the Town will be required to sign-off once we’ve updated our annual plan. DHCD has already provided blanket sign-off for all Massachusetts LHAs. Douglas Babcock made a motion to approve the three certifications for the 2019 Capital Fund award and authorize the Chair to sign on behalf of WHA. Motion seconded by David DuPont, all members in favor.

**VII. Other Business Unknown at time of posting:** Planning Board has requested Quinn Engineering and WHA attend its meeting on May 20 to discuss our opportunity to expand parking at Golden Heights II. At that meeting, we will be requesting the planning board find this proposed parking addition as a minor site modification. Paula noted that she will be out of town at the Mass NAHRO conference and David DuPont agreed that he would attend to represent the WHA. Peter Luchina provided information regarding the Central Mass Mosquito Control Project’s free spraying program. Paula will contact to see if Golden Heights is eligible.

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

**IX. Adjourn/schedule next meeting.** Next meeting was set for Monday June 24, 2019 at 530 pm. Douglas Babcock made a motion to adjourn at 630 pm, seconded by Roland Napierata, all in favor.

Respectfully Submitted (Attest)

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Paula Mayville, Executive Director and Secretary

