

The Webster Housing Authority held its regular monthly meeting on Monday July 27, 2021 in the community building at 19 Golden Heights, Webster. The meeting was called to order at 5:30 pm and Chairman announced the meeting was being recorded through the GotoMeeting app.

- I. *Roll Call* Upon roll call, the following members were present David DuPont, Douglas Babcock, William Herra, Peter Luchina and James Avery. Also present: Paula Mayville, Executive Director, Rhea Parker, GHTO president and twelve other residents recorded on sign-in sheet.
- II. *Minutes* Peter Luchina made a motion to accept the minutes from June 2, 2021, seconded by Douglas Babcock, all members in favor. Douglas Babcock made a motion to accept minutes from July 12, 2021, seconded by William Herra. Peter Luchina abstained due to absence and all other members were in favor. Chairman invited Jodi Mauer from Secure Energy (now Globele') to review renewal options for our fixed-electric rate proposal.
- III. *Executive Director's Report*
 1. Modernization Update: 667 Excavation work awarded to Ponch at July 12 meeting is under contract as of July 14. Next phase of GH2 bathrooms schedule has been revised again by FRG Contracting from a July 26 start to August 16 start and owner attributes delay to supplies/submittals. James Avery noted that any additional delay should be addressed on board's agenda.
 2. Hiring Update: part time office support position has been filled. However RSC and Occupancy manager positions remain open. Two RSC interviews scheduled previous week and both were no-shows.
 3. Annual Plan timeline: Paula provided schedule for discussion, including plan posting by August 6. Key dates for board include a special board meeting for public hearing on 9/20/21 and adoption of the plan at regular 9/27/21 board meeting.
- IV. Report of Tenant Organization: Rhea Parker reported that GHTO met July 22 and will be submitting budget to Paula for release of funding provided by regulation. Board of Health now requires allergen training for food service at Golden Heights functions; GHTO has received. People are enjoying the GH2 park as seating area without smoking. LTO Board had met together and with Paula to discuss laundry contract renewal with potential new machines after worn/damaged screens

replaced in dryers. Requesting camera in GH1 laundry room to address any ongoing problems/incidents including pet bedding. GHTO will put survey in next newsletter about laundry cards like Slater Estates vs. cash anticipating the negotiation of laundry contract. Maintenance requested GHTO bring up that front door replacement at GH1 in capital plan moved so two worst doors (at Bldgs 1&9) will be done in-house this year. Answering service is placing residents on call for an extended time when calling in emergencies. Resident Parking sign installation partially completed and useful. Discussed more signage to advise visitors that Building 11 does not continue right from Building 10. Building 1 fire alarm went off six times in six months, attributed initially to new heat pumps in hallways impacting detectors and then National Grid contractors installed in attic. Sue Smichinski reported that police responded to the last alarm because fire department was in Oxford; returning to Webster, they did not have their key to get into the panel room. Douglas Babcock recommended resident reports this to chief after 8am the next morning. WHA was aware of the alarms and working to address the issue. Maintenance replaced heads first and then bases. If it continues vendor (Simplex) will investigate on-site; Doug Babcock suggested the fire inspector is available to work with staff and vendor to find root of issue. GHTO also putting out a survey to gauge interest in various activities for residents. Resident Vanessa Walker respond that a camera in the GH1 laundry room would make her feel uncomfortable.

V. Unfinished Business

1. Electric rate discussion was held earlier in meeting: Jodi Mauer provided and reviewed the rate sheet refreshed just earlier that day. Rate increases and contributing factors were discussed including COVID's delta variant. Current rate is .093 and all suppliers anticipate increases; WHA does not want to exceed .11 as the market appears to be heading as high as back in 2012. Lowest offer on today's rate sheet is .108190 representing a modest increase that will be countered by our net metering benefit. Board reviewed the rate sheet following Jodi's departure and discussed the pros/cons of locking in for a 48 month rate vs. a 36 month rate, noting a savings of \$1,000. Peter Luchina made a motion to accept the lowest rate with a 48 month lock at .108190. Motion seconded by William Herra, all members in favor via roll call vote.

2. Personal Property Policy ongoing from last meeting: Paula provided copy of policy discussed at last meeting where Board finished the meeting agreeing to entertain recommendations/accommodations. Since that meeting only one recommendation was received, it was from legal aid, and suggested lean-to type sheds be installed on the ends of trash sheds where residents could store their chairs rather than bringing chairs into apartment when not in use. William Herra stated that the policy was adopted about nine months ago and provided opportunity for residents to provide input. Douglas Babcock stated he did not support the creation of these new "sheds". Chairman invited comment from audience. Rhea Parker reviewed the dates and opportunities/meetings/newsletters residents were provided opportunity to comment on the policy. Vanessa Walker discussed difficulty carrying chair upstairs to apartment. Discussion continued and Chairman asked if there was any consensus to make changes to the adopted policy. No member made a motion to entertain any changes.

VI. *New Business:*

1. *Fraternization Policy: Paula presented Fraternization policy drafted by Atty Ahlers for area LHAs to address personal relationships between any combination among employees, vendors and residents. Policy requires employees to self-report existence of such relationships to avoid an appearance of impropriety which is specifically prohibited by the Code of Conduct regulation 760 CMR 4.03. In immediate disclosure, William Herra reminded the Board that his wife was also a resident of WHA. Douglas Babcock made a motion approve the policy as presented and motion was seconded by William Herra. All members were in favor.*

VII. *Other Business* unknown at time of posting: Chairman noted that he had spoken with Paula and recommends Board discuss updated precautions and local mandates on the next month's agenda, in response to a spike in numbers and recent news reports. Paula noted that HUD/DHCD would likely release guidance before that meeting.

VIII. *Bills and Listing* Checks and registers were signed and debit card charges reviewed at beginning of meeting.

IX. *Adjourn* With the next regular meeting scheduled for Monday August 23, 2021 Chairman recognized Terry Raymond who asked to speak. She asked the Board to demolish the tenants organization and

discussed officers quitting. Chairman advised that tenant organization would not be discussed at meeting. Upon comment that the personal property policy would be enforced immediately, Terry Raymond addressed Commissioner William Herra saying you're going to go take that tent down, before exiting the meeting. Douglas Babcock made a motion to adjourn at 635pm. Motion seconded by William Herra; all members in favor.

Respectfully Submitted (Attest)

Paula Mayville, Executive Director