



MEETING MINUTES
July 6, 2023
via Zoom
4:00 PM

1. Roll Call

The meeting was called to order at 4:01 PM.

Members Present

Stephanie Chrobak
Stephan Bader
Edward Larner
Rick Eifler
Bernice Fousek

Members Absent

Others Present

Jennifer Polito, Executive Director
Linda Escobedo, Select Board
Kathy Cuoclo, Finance Committee
Karleen Reed
Lois Suarez

2. Consent Agenda

- a. To approve minutes of the regular meeting of June 1, 2023
- b. To approve minutes of the special meeting of June 20, 2023
- c. To approve fee accountant financials May 2023
- d. To approve payment of the bills/Section 8 disbursements June 2023

VOTED: On a motion by Mr. Larner and seconded by Mr. Bader to approve items a, b, and d of the consent agenda

YES: Chrobak, Bader, Larner, Eifler, Fousek

Resolution 7623.1

Chair Chrobak noted that the May 2023 Financials look excellent and was wondering what the difference may have been from this year to last. Director Polito stated that our Maintenance Supervisor has been keeping a close eye on maintenance costs and we also have not had as much overtime this year as in past years.

VOTED: On a motion by Mr. Eifler and seconded by Mr. Larner to approve items c of the consent agenda

YES: Chrobak, Bader, Larner, Eifler, Fousek

Resolution 7623.2

3. Old Business

a. Development Updates

Mr. Eifler, development designee, stated that we can begin to ask the engineer for measurements in order to begin condo documents for 367 Commonwealth Avenue.

b. CHA Local Properties, LLC

Director Polito updated the board on PBV process. Chair will schedule a special meeting in the coming weeks to approve application for LLC to apply for Project Based Vouchers.

c. Board Member Reports on Committees Attended

Members attended many meetings. Mr. Bader attended the Chairs Breakfast as well as attended the site walk at the new 40B development. He also attended the CHMAT Meeting. Mr. Lerner attended CPC and DEI meeting. There was also a brief discussion on upcoming Housing Roundtable and allotment of funds to be awarded.

4. New Business

a. Approval of No Pet Policy

DHCD recently came out with guidance relative to pets vs. service animals vs. assistance animals. With the new policy, pets are not permitted, however – residents have the ability to request a reasonable accommodation for a service animal or assistance animal. The policy outlines responsibility of residents if approved for such accommodation.

VOTED: On a motion by Mr. Eifler and seconded by Mr. Lerner to approve the No Pet Policy.

YES: Chrobak, Bader, Lerner, Eifler, Fousek

Resolution 7623.3

b. Approval of lowest bidder – Vacant Unit Rehab Bedford St. 705-2 Units 401B, 401D and 399B and 667-3 Deck Repair – project 067125

VOTED: On a motion by Mr. Lerner and seconded by Mr. Bader to approve of lowest bidder – Vacant Unit Rehab Bedford St. 705-2 Units 401B, 401D and 399B and 667-3 Deck Repair – project 067125 – Varieka Construction.

YES: Chrobak, Bader, Eifler, Fousek

ABSTAIN: Lerner

Resolution 7623.4

c. 2023 Annual Conference & Exhibition – Sea Crest Hotel

Memo was included in packet outlining cost of hotel accommodations and registration. New member Fousek is interested in attending. If other members are interested in attending, they would have the option to pay on their own.

d. Executive Director Report

Report was included in packet. We have filled one of the vacancies since last board meeting. Director Polito informed the board that there will be a Special Board Meeting in the coming weeks to discuss and vote on Small Area FMR's and Payment Standards.

5. Public Comment

Select Board Member Escobedo noted a good discussion relative to the upcoming Housing Roundtable.

6. Adjournment of Meeting

VOTED: On a motion by Mr. Eifler and seconded by Mr. Lerner to adjourn at 4:54 PM.

YES: Chrobak, Bader, Lerner, Eifler, Fousek

Resolution 7623.5

Respectfully submitted by:

Jennifer Polito

Jennifer M. Polito, Secretary

July 6, 2023

Summary of Documents referenced include the following:

- Meeting Agenda
- Minutes of regular meeting of June 1, 2023
- Minutes of special meeting of June 20, 2023
- Fee Accountant Financials May 2023
- Payment of Bills/Section 8 Disbursements June 2023
- Next Phase Contractor Recommendation Letter
- Memo re: MassNAHRO Conference
- No Pet Policy Draft
- ED Report
- Photo scholarship winner