

MINUTES OF A REGULAR MEETING
- OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON JUNE 20th, 2023

The members of the Springfield Housing Authority met in Open Session at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts and with Zoom video conference option for public access at 4:00 PM on June 20th, 2023.

A copy of the Notice of Meeting, pursuant to Section 23B of Chapter 39 of the Massachusetts General Laws, as amended, with the Certificate as to Service of the Notice, was ordered spread upon the minutes of the meeting and filed for records.

NOTICE OF MEETING

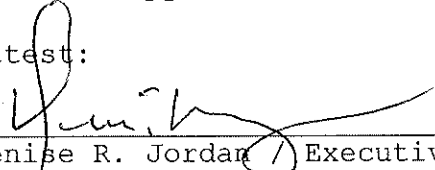
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a regular Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 4:00 PM on Tuesday, June 20th, 2023 via Zoom video conference call for public access and at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts.

SPRINGFIELD HOUSING AUTHORITY
/s/Denise R. Jordan, Executive Director
June 15th, 2023

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, Denise R. Jordan, the duly appointed and qualified Secretary of the Springfield Housing Authority, do hereby certify that on June 15th, 2023, I filed in the manner provided by Section 23B, Chapter 39 of the Massachusetts General Laws, as amended, with the Clerk of the City of Springfield, Massachusetts, a Notice of Meeting of which the foregoing is a true and correct copy.

Attest:



Denise R. Jordan / Executive Director/Secretary to the Board

Chairman Labonte called the meeting to order at 4:00 PM, and those present upon roll call were as follows:

PRESENT

Thomas Labonte
Jessica Quinones
Angela Robles
Willie Thomas (arrived at 4:06 pm)
Raymond Warren

ABSENT

ALSO PRESENT

Priscilla Chesky (attended via Zoom; arrived at 4:15 pm)
Fidan Gousseynoff
John Healy (attended via Zoom)
Nicole Kane

C.1

The Board reviewed the Minutes of May 16th, 2023. With no questions or comments and upon a motion made by Commissioner Warren, seconded by Commissioner Quinonez, following a board roll call (Commissioner Thomas absent at the time of voting), it was by unanimously

VOTED: to approve the Minutes of May 16th, 2023.

The Board reviewed the materials and recommendation to adopt HUD income limits. Deputy Executive Director Nicole Kane explained that the income limits are issued by HUD every year and the SHA does not have any influence to the decision-making process.

Upon a motion made by Commissioner Warren, seconded by Commissioner Robles, it was unanimously (Commissioner Thomas absent at the time of voting)

VOTED: to adopt Resolution #9780 to adopt new HUD income limits for federal-aided public housing and Section 8 program effective June 21, 2023 as follows:

	Number of Persons in Family							
FY 2023 Income Limit Category	1	2	3	4	5	6	7	8
Very Low Income	34,900	39,850	44,850	49,800	53,800	57,800	61,800	65,750
Extremely Low Income	20,950	23,950	26,950	30,000	35,140	40,280	45,420	50,560
Low Income	55,800	63,800	71,750	79,700	86,100	92,500	98,850	105,250

The board reviewed materials on the matter of the underground storage tank removal project presented by Deputy Executive Director John Healy. He reminded that the tank was sitting under the garage for a long time; all the gasoline was removed by the City long time ago and it has been decided to demolish it instead of maintaining it to meet the EPA requirements. The demolition project was now completed.

Commissioner Thomas entered the Conference Room at 4:06 pm.

Upon a motion made by Commissioner Robles, seconded by Commissioner Quinonez and following a roll call, it was by a majority vote (Commissioner Thomas abstained)

VOTED: to accept the Certificate of substantial completion from Brighter Horizons Environmental Corporation for the underground storage tank removal at the Jennie Lane Garage, here by accepting the project as substantially complete as of May 26, 2023 and release final payment.

The Board reviewed materials and a recommendation to award a contract for metal deck and stair replacement at 4-story buildings at Ashley-Gerrish and Bay-Sherman Apartments. Deputy Healy explained that this item has been in the SHA capital plan for 7 years and it is a good time now to repair the decks and the steps that are in a bad shape due to the wear and tear caused by melting ice and snow and other bad weather conditions. The company that will be doing the project has good references and it has been used by the SHA in the past, for example, for the intercom replacement project.

Commissioner Warren commented that the bid estimate was over \$1 million and the award amount is lower. Deputy Healy explained that the estimate spreadsheet was prepared by the architect and there was a concern about extra expenses on creating an alternative 2nd egress. The architect reached out to the contractor to make sure that an alternative egress will be maintained during the project and the contractors confirmed that they were aware and were confident about their estimate. In response to Commissioner Thomas's question, John Healy confirmed that a temporary egress will be created during the project implementation. In response to Commissioner Robles's question, Mr. Healy stated that is expected that the project will take about 180 days to complete.

Upon a motion made by Commissioner Thomas, seconded by Commissioner Robles and following a roll call, it was unanimously

VOTED: to award a contract to Diversified Construction Services, Amherst, MA, in the amount of eight hundred twenty-nine thousand dollars (\$829,000.00), awarding a contract for the metal deck & stair replacement at Ashley-Gerrish and Bay-Sherman apartments; appoint Executive Director, Denise R. Jordan as the contracting officer authorizing her to execute the contract.

Deputy Healy provided pictures and an update on the kitchen cabinets replacement project at Egan and Manhattan Street group homes. The project is funded by DHCD and all 4 kitchens have been now remodeled.

Upon a motion made by Commissioner Quinonez, seconded by Commissioner Warren and following a roll call, it was unanimously

VOTED: to accept the Certificate of Substantial Completion from Inglewood Development, for the kitchen cabinet replacement at Egan and Manhattan Street Group Homes here by accepting the project as complete and release the final payment.

The Board reviewed the recommendation to accept certificate of completion for the boiler replacement project at Pine James Apartment. Deputy Healy reminded that back in January, the Board approved awarding a contract for this project to Pittsfield Piping to replace the deteriorated domestic hot water system with 3 hot water tanks and 2 boilers with a more direct hot water-heater system. He praised the work of the contractors whose services the SHA was using for the 1st time.

Upon a motion made by Commissioner Thomas, seconded by Commissioner Robles, and upon a roll call, it was unanimously

VOTED: to accept the Certificate of Substantial Completion from Pittsfield Pipers, for the DHW boiler replacement at Pine James Apartments here by accepting the project as substantially complete as of April 20, 2023 and release final payment.

The Board reviewed materials and a recommendation to award a contract for pest control services to Eco Systems. John Healy reminded that Eco Systems is the current contractor providing services to exterminate roaches and mice. Pest control remains to be a daunting issue for many buildings, especially those with trash chutes at Saab Court, Gentile Apartments and Riverview Apartments. Mr. Healy stated that the company's performance has been pretty satisfactory.

Upon a motion made by Commissioner Warren, seconded by Commissioner Quinonez and upon a roll call, it was unanimously

VOTED: to award a three (3) year contract, to Eco Systems Pest Control of Norwell, MA, in the amount of three hundred ninety-two thousand one hundred thirty dollars (\$392,130.00). This contract will be paid for utilizing funds from the operating budget of each AMP; appoint Executive Director, Denise R. Jordan as the contracting officer authorizing her to execute the contract.

Attorney Chesky joined the meeting on Zoom at 4:16 pm.

The Board accepted the Accounts Payable report.

In response to Commissioner Thomas's question, Deputy Executive Director Nicole Kane provided explanation about payments for Yardi software. Commissioner Warren inquired about high legal expenses and what is causing such a high demand for legal services. Attorney Chesky explained that the amount paid to L&F listed in the Accounts Payable report is for two months and in addition to legal fees, it also includes legal expenses. She confirmed that there has been a lot of legal cases that take a lot of time and resources. Currently, there are about 20-30 active lease violations cases, including failure to recertify, bad housekeeping, boarders; the SHA is in the process of evicting some tenants involved in crimes, including arrests for guns, drugs, assault and battery and one tenant is involved in a homicide. In addition to that, there is a lot of cases for non-payment of rent. Many tenants had been relaying on RAFTA program payments for a while and starting from July of last year, in order to qualify for RAFTA assistance, they had to prove their financial hardship and many of them have not done it and are no longer receiving rent payment assistance. As a result,

a lot of tenants are now 6-8 months behind with their rent payment. Deputy Kane explained that current legal expenses are above the budget with its legal fees but the SHA had been under the budget for a while and it is better to proceed with legal action with non-payment cases rather than just writing off the balances. In response to Chairman Labonte's question, Ms. Chesky stated that the SHA is winning most non-payment cases with tenants entering into payment agreements and there has been some success

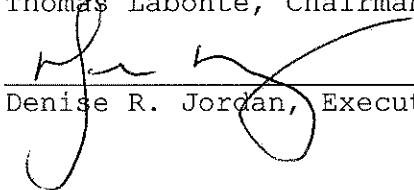
with the lease violations cases, for example, there recently have been evictions at Districts D and C, however, after the pandemic, it is taking longer (6-8 weeks) to get a hearing date after a case is filed and some cases are taking over a year to get resolved.

There being no further business to come before the members of the Springfield Housing Authority Board, upon a motion made by Commissioner Warren, seconded by Commissioner Quinonez, and following a board roll call, it was unanimously

VOTED:to adjourn the Open Session of the Regular Meeting of the Springfield Housing Authority at 4:29 PM.

ATTEST:


Thomas Labonte, Chairman


Denise R. Jordan, Executive Director

