

A regular meeting of the Plymouth Housing Authority was held on Tuesday October 11, 2016 at 9:30 a.m. at 105 South St. Plymouth, MA. The following were in attendance:

Douglass Gray, Chairman (arrived at 9:35a.m.)
Jeffrey Metcalfe, Vice Chairman
David Ward, Treasurer
Russ Shirley, Commissioner
Nicole Long, Commissioner

Dede Riendeau, Executive Director
Chris Plourde, Asst. Facilities & Modernization Manager
Paul Blanchard, Facilities & Modernization Manager
JoAnna Letourneau, Recording Secretary

Approval of Minutes:

Members were asked if there were any changes, corrections or omissions to the September 2016 board meeting minutes. There being none Russ Shirley made a motion seconded by Dave Ward to approve the minutes as prepared. The motion passed on a 3-2 vote. Doug and Jeff abstain.

Chris Banthin on Smoking Policy:

Chris Banthin introduced himself and his colleague Kathy Wilbur from the South East Tobacco Free Partnership. Chris spoke about smoking in public housing and explained that a lot of housing authorities have implemented some sort of smoke free policy whether its smoke free on the entire property or just in the buildings. Usually it takes a year to go through the process. He explained that a lot of private housing and other states are also moving towards smoke free housing. DHCD supports smoke free housing and sent out a model lease addendum. Also, HUD is in the process of mandating all federal housing go smoke free. Kathy explained that if the PHA decides to go smoke free she can come give tenant presentations on sensation programs and resources as well as answer any questions anyone may have. Dave asks what can be done about medical marijuana if PHA decides to go smoke free. Chris explained that there are other ways to ingest marijuana and we can ban smoking it. Chris suggests going smoke free in the spring so that it's easier for residents to go outside. A resident addressed her concerns about smoke free housing and thinks if she is paying rent she should be able to smoke in her apartment if she wants to. Doug explains that the smell affects other residents and second hand smoke is just as dangerous to them. There is airflow throughout the building so the smoke travels. Russ adds that the cost to PHA is much higher when turning over a smokers unit. The members agree that

meetings should be scheduled around the developments so that Chris and/or Kathy can make presentations.

Budget Revision #1 MA59C:

Richie explains that this budget needs to be revised because its \$39k over budget so far. There are reserves to cover the overage but still have to clean up the line item. This is the same line item that the cleaning is in, so the cleaning services will have to stay bi-weekly for now. Russ asks why there is an overage. Richie explains that there were a lot of heating and elevator expenses we weren't anticipating. On a motion made by Russ Shirley and seconded by Jeffrey Metcalfe, the members vote 5-0 to approve budget revision #1 MA 59C.

Lease Renewal:

Richie explains that there has been a lot of back and forth with the lease. A 3% increase over the next 3 years has been proposed. This is very reasonable based on the cost per square foot and he recommends this contract. Doug states that because he is on the PBHC board he can't vote but says that one of PHA's goals was a 3 year lease so this would be a good thing. On a motion made by Russ Shirley and seconded by Nicole Long, the members vote 4-1 to approve the contract through December 2019 and authorize the vice-chairman to sign. Douglass Gray abstains.

Driscoll & Driscoll Contract for Legal Services:

Dede explained that at the last meeting the members voted on the contract with Driscoll as long as he locked in the price until December 31, 2020. She explained that he has agreed to this but made a typo on the contract because it says 2 year term. She will have him correct this. On a motion made by Russ Shirley and seconded by Jeffrey Metcalfe, the members vote 5-0 to approve the contract once he fixes the typo.

Update Mount Pleasant School:

Doug explained that he went to the selectmen's meeting when it was reviewed by them. The selectmen did not give a favorable response for PHAs interest in turning the Mt. Pleasant School into housing. They recommend the building be sold. He stated that we had no specific plans because it came up so fast. A vote will happen at town meeting to turn the property over to the selectman and they can decide whether or not to lease, sell or give to PHA. Russ states that if we could find land it might be cheaper to build housing rather than renovating a historic building. He asks Paul if there are any drawings of the building and asks for a copy. Doug states that if the property is sold the tax rate would go up and that wouldn't be fair to

surrounding residents. Russ stated that he will attend the town meeting and speak on behalf of PHA. Paul thinks the selectmen are concerned with getting the property back on the tax role and we could negotiate a payment in lieu of taxes if needed. Members agree to discuss again at the next meeting.

NAHRO Fall Conference- Ad for Program Book:

Dede explains that the fall conference is coming up if anyone is interested in attending. Also there is a book PHA always puts an ad in for \$60. On a motion made by Nicole Long and seconded by Russ Shirley, the members vote 5-0 to put the ad in the program book for \$60.

Approval of Annual Five Year Plan 2017:

Paul explained that he met with tenants at both sites to discuss upcoming projects in the five year plan. On a motion made by Jeffrey Metcalfe and seconded by Nicole Long, the members vote 5-0 to approve the annual and five year plan.

Modernization Update:

Paul explained that the project in the community room at Southfield was awarded to Demello and went to DHCD but he hasn't heard anything back yet. The admin fee and change orders were reduced so we could move forward but the project manager is on vacation so that is probably what the holdup is. Kitchen cabinets at Cherry Hill were installed and the work should be completed in the next week or so. The electrical update project at Castle is hung up on DHCD approval. Carpeting at Cherry Hill is out to bid. The wiring is complete at Cherry Hill and cameras should hopefully be installed soon. Russ addresses his concern about the cameras and why they have been in for over a month but not running yet. Paul states that the antenna system must not have been in and that we have no direct control over the installer.

Public Comment:

A resident at Southfield states that the recycling should've been explained better and also that there needs to be more barrels because they are overflowing. Chris explains that PHA is still testing out recycling and trying to get a better idea of how many barrels are actually needed before ordering more because there is a cost for each barrel.

Payables September 2016:

Members were presented the tabulation of Bills Payable for the month of September 2016. On a motion made by Russ Shirley and

seconded by Dave Ward, the members voted 5-0 to approve the bills for payment as presented.

Adjournment:

At 10:52 a.m. Jeffrey Metcalfe made a motion seconded by Russ Shirley to adjourn the meeting. The motion passed on a 5-0 vote.

A true record
