

Brookline Housing Authority
Regular Meeting Minutes
June 11, 2019
341 St. Paul Street
4:00 PM

The meeting was called to order by Mr. Jacobs at 4:00 PM. Those present included Ms. Dugan, Ms. Katz, and Ms. Cohen.

Board Reports

Mr. Jacobs reported that Mr. Dober spoke compellingly at the HAB meeting last week to present the case for waiving building permit fees for all future BHA redevelopment projects.

Executive Director Report

Mr. Dober reported the following:

- Today's Board meeting is being held in the newly renovated Trustman Apartments community room, which serves as the hub of resident services for BHA residents north of Beacon Street. These services include after-school programming, tutoring, ESOL, free tax preparation, and more.
- Thanks are due to Town of Brookline Senior Planner, Virginia Bullock, for finding extra HOME money and recommending that the BHA to put it to use to rehab the community room.
- The annual cookout for Trustman, Egmont Street Veterans, and Dummer Street residents would have been held today, but because of a conflict it will now be held on June 25, 2019.
- At the last Board meeting, a resident requested a new television for the Sussman House community room and requested that an outdoor picnic table be relocated. Both requests have been addressed.
- Mr. Dober and Mr. Jacobs will be meeting later this week with the newest member of the Select Board, Raul Fernandez, and will provide him with a tour of BHA properties.
- BHA staff have been busy getting prepared for the REAC inspections scheduled to take place on June 13, 2019 and June 14, 2019.
- Construction is underway at High Street Veterans Apartments to install new stairs and playground equipment.
- BHA Director of Maintenance, Sharon Cowan, was able to negotiate a substantial increase in DHCD capital funding that will enable the BHA to install bathroom fans in all units at the Egmont Street Veterans Apartments rather than only a portion of the units.
- The BHA is wrestling with the new statewide centralized waitlist for state public housing, CHAMP, which has proved burdensome to BHA staff and to staff at other PHAs as well. DHCD is listening to concerns and attempting to address them.

BHA Director of Leased Housing and Applications, Carlos Hernandez, said that the BHA is working with a DHCD contracted CHAMP consultant who has acknowledged statewide problems with the CHAMP system. Mr. Hernandez explained that the CHAMP housing application is six pages long, whereas the BHA's application had been two pages. Pulling, screening, and selecting from the waiting list is now an extremely cumbersome process. In the CHAMP system, if an application is not completely screened and an offer of a unit is not made within 60 days, the entire process must start over.

Ms. Dugan asked how DHCD is responding to these issues. Mr. Hernandez said that DHCD has committed consultants to assist PHAs on an ongoing basis.

Mr. Jacobs asked if the BHA is having conversations with other PHAs and/or industry groups regarding issues with CHAMP. Mr. Hernandez said that Mass NAHRO is taking the lead in advocating on behalf of PHAs.

Ms. Katz asked if the BHA believes the CHAMP system can be fixed. Mr. Hernandez is optimistic that the system can be salvaged.

Ms. Cohen said that she is very concerned about HUD's proposed Non-Citizen Rule. Under current rules, immigrants lacking legal immigration status can reside in federally funded public and assisted housing, with a proportionate amount of subsidy withheld for the immigrant lacking legal status. Under the proposed rule, the entire household would be barred from federal housing assistance if any household member lacked legal immigration status. Comments about this proposed rule can be posted to HUD.

Ms. Cohen said that if there was no objection from the Board, she would like to submit a comment to HUD, represented as a BHA Commissioner, opposing the Non-Citizen Rule. Ms. Cohen's fellow Commissioners encouraged her to submit such a comment.

Consent Agenda

On a motion from Ms. Dugan and a second from Ms. Katz, the consent agenda was unanimously approved and authorized the following: the minutes of the Regular Meeting held on May 14, 2019; and Change Order #1 to the contract with Valiant Group LLC for exterior repairs and replacements at High Street Veterans Apartments, increasing the contract amount by \$10,013.78 to \$83,183.78.

Section 8 Administrative Plan Amendment

Mr. Hernandez said that for years, the BHA has utilized a very efficient centralized Section 8 waiting list system administered by Mass NAHRO. Mass NAHRO is now transferring some of the technical features of this waiting list system to GoSection8. The BHA Section 8 Administrative Plan needs to be updated so that it references Mass NAHRO's partnership with GoSection8.

On a motion from Ms. Cohen and a second from Ms. Katz, an amendment to the BHA Section 8 Administrative Plan to allow for continued participation in the Centralized Waiting List, in conjunction with CWL administrator Massachusetts NAHRO and new software provider GoSection8, and to execute a Sublicense Agreement for software access, as further described in the memo and attachments from Carlos Hernandez dated June 7, 2019, was unanimously approved.

61 Park Section 8 Non-RAD PBV Contract Amendment

Mr. Hernandez said that two months ago, the Board approved a 61 Park LLC Section 8 HAP contract for five units. An amendment to this HAP contract is needed to include 25 additional Section 8 non-RAD units.

Mr. Dober said that the five units previously approved by the Board are coming from the BHA's Section 8 portfolio. The additional 25 units will be HUD Section 18 units. The HAP contract is the vehicle that will allow these units to be incorporated into the RAD redevelopment project.

BHA resident, Elizabeth Warshaw, asked if a non-RAD Section 8 subsidy can be taken and used elsewhere by a BHA resident. Mr. Dober said that after one year, there an option to convert the subsidy to a mobility voucher subject to funding availability.

On a motion from Ms. Cohen and a second from Ms. Katz, an amendment to the contract for project-based Section 8 assistance between the Brookline Housing Authority and 61 Park LLC originally approved on March 14, 2019 for five units, to incorporate 25 additional units provided to the BHA by the HUD Office of Disposition, as further described in the attached memo from Carlos Hernandez dated June 7, 2019, was unanimously approved.

61 Park Section 8 RAD Contract

Mr. Hernandez said that the central component in the redevelopment of 61 Park Street is the 69 units of project based Section 8 assistance provided under the terms of HUD's RAD Conversion Commitment (RCC).

On a motion from Ms. Dugan and a second from Ms. Katz, a contract for project-based Section 8 assistance between the Brookline Housing Authority and 61 Park LLC, for 69 project based units provided to the BHA via the HUD Office of Recapitalization under the RAD program, as further described in the attached memo from Carlos Hernandez dated June 7, 2019, was unanimously approved.

61 Park and RAD Update

BHA Director of Redevelopment, Maria Maffei, reported the following:

61 Park Street

- The BHA plans to deliver a complete closing packet to HUD by the end of the week. Closing is expected to occur in mid to late July.
- The 100% construction documents and the project manual have been completed.
- Bids for sub trades are due soon.
- The BHA has applied for the building permit, the fee for which The Town has agreed to waive.
- A representative of the tax credit investor and bank lender reviewed the construction plans today.
- Insurance commitments have been made for the construction period.
- The BHA is in the process of opening bank accounts at Boston Private.
- Mass Housing has agreed to eliminate its standard pre-payment penalty for this project.
- The number of vacancies being held for the temporary relocation of residents during construction is expected to reach 17 by the end of the month. This healthy level of vacant units may allow construction to proceed faster than anticipated.
- The BHA has arranged for an independent party to perform Section 8 unit inspections, as required by HUD.

90 Longwood Avenue

- Cost estimates are in hand.
- The BHA plans to issue an RFQ for a Construction Manager by the end of this month.

Miscellaneous RAD

- The BHA has applied for and received CHAPs (Commitment to Enter in Housing Assistance Payments) for the rest of its federal portfolio. The BHA is also looking into the possibility of utilizing HUD Section 18 funding in a way that would allow redevelopment outside of RAD.

61 Park Closing Resolutions

Ms. Maffei reported the following:

- At this point in the 61 Park redevelopment process, Board resolutions are needed to authorize and direct the BHA to take the steps necessary for the RAD closing to occur. The resolutions reiterate many measures that have already been approved by the Board.
- The Consent of Manager is required to confirm that 61 Park LLC is authorized to complete the project closing.
- Changes to the resolutions previously approved by the Board include: Madison Park's affiliate, Lower Roxbury Community Corporation, becoming the passive partner; the equity contribution and the debt financing increasing due to higher Section 8 rent levels; the ground lease covering only the land value and not the value of the building, thus reducing the acquisition price; and BHA Assistant Executive Director, Matthew Baronas, becoming an authorized signatory for construction requisitions and change orders.

On a motion from Ms. Cohen and a second from Ms. Dugan, the attached Resolutions and Consent of Managers prepared by the BHA's law firm Nolan Sheehan Patten LLP, which summarize the financing and ownership structure for the redevelopment of 61 Park Street and authorize the execution of documents at the initial closing expected in the summer of 2019, was unanimously approved.

Other Business

The Board confirmed that the next meeting will be held at Walnut Street Apartments on a date to be determined.

On a motion from Ms. Dugan and a second from Ms. Katz, it was unanimously agreed to adjourn the meeting at 4:55 PM.

**A TRUE COPY
ATTEST**



**Patrick Dober
Executive Director**