

**Brookline Housing Authority  
Regular Meeting Minutes  
90 Longwood Avenue  
July 23, 2019, 4:30 PM**

The meeting was called to order by Chair Michael Jacobs at 4:37 PM. Those present included Ms. Dugan and Ms. Sullivan.

Board Reports

There were no Board reports.

Executive Director Report

Mr. Dober stated that today's meeting is a regular meeting of the BHA, duly posted as a public meeting. It is the second meeting in the month of July and is needed primarily to approve the amended construction contract for the renovation of 61 Park St. He noted that the closing of the 61 Park RAD conversion is a very positive milestone for the BHA and a major step toward fulfilling its primary strategic priority – to renovate and preserve the BHA's properties for future generations.

Mr. Dober also reported the following:

- Eversource has installed a new transformer serving the 22 High St. building, which will provide a more reliable electric power supply.
- Town of Brookline and BHA staff collaborated on a community information session on July 18 for residents of the BHA's Walnut-High property, to update residents on plans for the Gateway East construction project, which commenced this month.

61 Park Update

BHA Director of Redevelopment Maria Maffei reported that 61 Park Street remains on schedule to achieve the financial closing at the end of July. A closing in July rather than August will generate roughly an additional \$100,000 in tax credit equity because the July Tax Credit Rate is higher than the August Rate.

Consents for 61 Park St. Closing

Ms. Maffei informed the Board that the document titled Consent of Managers included in Board materials will be executed within the next few days, before closing the 61 Park RAD conversion. It will be executed by the Managers of 61 Park Manager LLC – Michael Jacobs, Barbara Dugan, and Patrick Dober. The purpose is to authorize execution of documents for the closing. A vote of the BHA Board is not required. The Board was presented the same document in draft form at the July 9, 2019 meeting.

Construction Manager Contract Amendment

Ms. Maffei explained that the amendment before the Board would increase the value of the construction contract to the final amount, based on the bids submitted by sub-contractors.

**On a motion from Ms. Sullivan and a second from Ms. Dugan, a vote to amend the Construction Manager contract for the renovation of 61 Park St. with Colantonio, Inc. pursuant to MGL Ch. 149A, increasing the contract value to \$16,195,662 was unanimously approved.**

Notice to Proceed for 61 Park St.

Ms. Maffei stated that the Board is being asked to approve an “early construction start” at 61 Park, about a week in advance of the financial closing. It will allow the construction team to remain on schedule.

**On a motion from Ms. Dugan and a second from Ms. Sullivan, a vote for the BHA to issue to Colantonio, Inc. a Notice to Proceed (NTP) on work under the construction contract for 61 Park St. before the financial closing, in an amount not to exceed \$150,000, was unanimously approved.**

August Board Meeting

The Board confirmed that the next meeting will be at High Street Veterans, 4:30 PM on August 13, 2019

**On a motion from Ms. Dugan and a second from Ms. Sullivan, it was unanimously agreed to adjourn the meeting at 5:07 PM.**

**A TRUE COPY  
ATTEST**



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**Patrick Dober  
Executive Director**