

**BROOKLINE HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
TUESDAY, MAY 25, 2021, 4:30 PM
By Telephone Conference Call: (929) 205-6099
Meeting ID: 826 0745 6294 Passcode: 625993**

or by Meeting Link:
[ZOOM](#)

The meeting was called to order by Mr. Jacobs at 4:30 PM. Those present included: Ms. Dugan, Ms. Sullivan, and Ms. Cohen. Those absent included: Ms. Katz

1. Call to Order

2. Board Reports. No votes or reports.

Mr. Jacobs attended the Brookline Housing Advisory Board meeting last week. Most of the discussion centered upon Hebrew Senior Life's 54-unit proposal at 108 Centre Street and their desire to expedite their proposal so that they compete in the upcoming CD round along with the BHA; however, Mr. Jacobs doubts their ability to advance their proposal so quickly.

3. Executive Director Report. No votes.

Mr. Alperin reported the BHA's designated housing plan was approved by HUD for another five years; meaning the Authority's federal portfolio can continue to maintain an 80% elderly and 20% disabled set aside for the properties that are elderly and disabled. The reason for reapplying was because the federal portfolio has shrunk so much. Mr. Alperin anticipates that as the Authority goes through the next iteration of Colonel Floyd and Sussman RAD projects, it may be necessary to apply again prior to the five-year expiration date. For now, this maintains consistency and stability at BHA federal senior and disabled projects and what the federal government allows the BHA to accept for applicants.

Mr. Alperin said for anyone interested in attending the Brookline Town Meeting Home when they take up the Warrant Article 27, the Home Rule Petition for Col. Floyd, the article will most likely come up on either June 1st or June 3rd.

This was Mr. Baronas' final Board meeting, as he is retiring at the end of the month after 30+ years with the BHA. He was invited to share a few comments with Board members.

4. Search Consultant. Vote to approve a search consultant firm for Director of Finance job opening.

Mr. Alperin asked the Board to approve the proposal from Clifton Larson Allen, to provide search consultant services for the Director of Finance position. They were deemed the most appropriate bid solicited, have helped the Cambridge Housing Authority in a similar capacity, and came highly recommended. He noted that this a hard position to fill and it is hard to find a search consultant who deals with public housing authority finance roles.

Ms. Cohen asked whether recruiting was just a portion of their business. Mr. Alperin replied he spoke with Mr. Tucker whose entire role is focused on search and it is definitely a line of business for them. Mr. Alperin added there have been a few well qualified applicants with a CPA type background. If the Authority was to go that route, there would just be a learning curve on the CD and public housing reporting side of things, but it's not so complicated that someone can't learn it.

This agenda item was unanimously approved on a motion from Ms. Sullivan and a second from Ms. Cohen.

5. FY2021 DHCD Year-End Certifications. Vote to approve FY 2021 Year-End Income and Expense and DHCD Certifications.

Mr. Alperin said the reason for the extra monthly BOC meeting was to request Board approval or authorization signatures for: year-end fiscal reports for the four programs, the compliance with lead paint loss certification and the top five highest earning BHA employee earning report. He encouraged commissioners, when reviewing the report, to look at net income and add back depreciation. Mr. Alperin noted the Authority's year-end comp is not yet done and is being worked on by Gordon & Griffin. He anticipates that at the June meeting (or at the latest the July meeting), presenting the year-end budget to actual comparisons in a more digestible form for the commissioners to discuss.

Mr. Jacobs asked what happens to these reports after they are submitted. Mr. Alperin replied they must be submitted by May 30th, or the first 60 days after the BHA's year-end fiscal close. DHCD would contact the Authority if there was a problem with the reports.

This agenda item was unanimously approved on a motion from Ms. Sullivan and a second from Ms. Cohen.

6. Other Business.

7. Upcoming Meetings. June Board Meeting: Tuesday, June 8th at 4:30pm.

Mr. Alperin noted the Governor's emergency pandemic waiver for public meetings ends June 15th, so the next BOC meeting will still be held via Zoom. If no future waivers exist, at least a quorum of commissioners, including the Board Chair and Mr. Alperin, must be present in same public room starting with the July BOC meeting.

Ms. Cohen added there is a provision in the regular Open Meeting Law that allows, under certain sets of circumstances, remote participation by some members, but not a quorum breaker, commissioner, remotely. The Board must first review what these circumstances are and adopt them as a policy. Mr. Jacobs asked whether any meeting spaces in the family developments might be adequate in terms of room size, social distancing and the ability to open windows. This discussion will be continued at the June meeting.

8. Adjournment Vote

On a motion from Ms. Sullivan and a second from Ms. Cohen, it was unanimously agreed to adjourn the regular meeting at 4:58 PM.

A TRUE COPY

ATTEST

A handwritten signature in blue ink, appearing to read "M. Alperin", is written above a horizontal line.

Michael Alperin, Executive Director