

**BROOKLINE HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
TUESDAY, NOVEMBER 9, 2021, 4:30 PM**

**By Telephone Conference Call: (929) 205 - 6099
Meeting ID: 867 5092 8611 Passcode: 615592
or by Meeting Link: [ZOOM](#)**

The meeting was called to order by Mr. Jacobs at 4:30 PM.

Those present included: Ms. Cohen, Ms. Dugan, and Ms. Katz. **Absent:** Ms. Sullivan

1. Call to Order.
2. Board Reports. No votes.
3. Executive Director Report. No votes.
 - 90 Longwood Office: The BHA's new front office entry way should be open within 30 days. Office appointments must still be made due to pandemic.
 - Brookline Community Foundation (BCF) Grant: Ms. Mendola was congratulated for receiving the first multi-year grant made by the BCF for \$240,000 (spread over 3 years/\$80,000 each). The BCF has made a real commitment to the BHA and its ability to expand resident services programming.
 - November 4th Resident Advisory Board (RAB) meeting: Presentations were made by various BHA department heads. Approximately 30 residents attended and provided valuable feedback.
 - New Finance Manager: Sonya Hanna has replaced Sylvia Pomales-Webb who recently retired after 20 years. The BHA is on track to onboard 11-12 new employees this calendar year.
 - 32 Marion and 50 Pleasant-Zoning Board of Appeals (ZBA) meeting: The Town's ZBA held its most recent meeting on November 4th, and draft conditions for the comprehensive permit were reviewed. The next meeting is November 23rd where it's anticipated the ZBA will vote on these conditions. This will set the BHA up for the mandatory 20-day open appeal period, and then to apply to DHCD's competitive state funding competition in January 2022.
 - 32 Marion: The Section 18 approval was received from HUD. They are on board with the financing and operating subsidy and tenant protection voucher plan that the BHA put forth. Resident meetings will continue to be held regarding relocation.
 - 50 Pleasant St. milestone: The Mass Development Board approved the tax-exempt bond financing package; a preliminary commitment and first step in lining up all the financing. The Attorney General agreed with the request that the Board approved a few months ago which allows the BHA to hire a construction management firm.

- COVID-19 Booster shots: The State isn't running a comparable, onsite program like it ran for first and second vaccinations. BHA residents are encouraged to get a booster at a local pharmacy or at their primary care physician's office. The Authority is talking with the Brookline Department of Health to provide boosters to homebound residents.

4. Public Comment. No votes.

A resident of 61 Park noted before the renovation she could use the computers/lights in the common area late at night and then turn them off. She no longer can turn off lights in the common area and asked why. Ms. Maffei will look into this and report back to the resident.

5. Consent Agenda. Vote to approve Consent Agenda, Items 5.A. through 5.D.

5A. Approval of Minutes. **Vote to approve the October 12, 2021, Board Meeting Minutes.**

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

5B. Contract Award Bathroom Fans – HSV. **Vote to approve a contract for architectural and engineering services with Nangle Engineering Inc., in the amount of \$23,686, for the mechanical bathroom fan project at High Street Veterans.**

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

5C. Change Order #2 Egmont Courtyard. **Vote to approve change order #2, time extension with Ronal A. Marini Corp. for the courtyard renovation project at Egmont Street Veterans.**

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

5D. Contract Amendment Architecture Services – Sussman House. **Vote to approve a contract amendment for additional services from BWA Architects in the amount of \$360,000 for architectural services related to the renovation of Sussman House.**

Mr. Jacobs asked for further explanation of this amendment since it's a significant increase in the contract amount. Mr. Clark explained though the Board previously approved a \$1.4M contract with BWA Architects for work at Sussman House, it is a bigger project than 61 Park and the scope has changed significantly. There is much work to be done, up to \$33M. This is a 32% increase in the construction budget and reflects changes such as reconfiguring the Community Room to better serve residents' needs and some units to make them ADA compliant. Major system replacements are also needed, both elevators must be replaced, and trash and laundry rooms must be relocated.

This all adds \$360,000 or a 25% increase and represents a 5.5% fee (based on a \$33M budget). Available financing can support this additional construction budget.

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

6. Section 18 Disposition Application – Sussman House. **Vote to approve a resolution authorizing the submission of a Section 18 application to HUD for the disposition of Sussman House to a new tax credit entity for the purpose of redevelopment.**

Mr. Clark said things are moving along well with the development process and the BHA hopes to submit another Section 18 Disposition Application (not a demolition and disposition) application since the property will not be demolished and is also disposing the property off the public housing platform to a new tax credit entity. Similar to Col. Floyd, the BHA will apply for tenant protection vouchers which will then be project-based on site. Part of the application is getting a Board resolution. There are two critical components of the project: resident consultation and local government consultation piece. Three resident meetings have been held. At each meeting, proposed design and temporary relocation have been discussed and residents have been introduced to Housing Opportunities Unlimited (the relocation specialist working on the project). The BHA has reached out to the Town's Planning Dept., received a letter of support for this application to go forward, and is waiting on the Town to finish the environmental review (the last missing component before application submittal).

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

7. Resident Services Report. Danielle Mendola, Director of Resident Services. No votes.

Ms. Mendola said updates on past quarters will now focus more on programmatic data and narrative highlights from each program. This will provide more specifics on how each program operates on its own and contributes to the larger picture.

Senior Services: The Board package attachment shows how Springwell is serving residents at each property. Springwell will continue to increase the number of activities to provide more opportunities for residents to get involved in the new year.

Social Work Services: The Brookline Center is working to add a Social Work position to provide direct and increased access to clinical services for residents across all properties.

Food Resources: Sign-up sites were held for residents to participate in the Brookline Farmer's Market Initiative. Approximately 360 residents signed up. Ms. Mendola and Ms. O'Flaherty are continuing the BHA's Thanksgiving tradition of home-delivered meals to seniors who requested one, with dinners prepared by the Country Club of Brookline.

Self-Sufficiency and Community Engagement: The program is on track to exceed required enrollments. Some initial outcomes are being seen where residents have accrued around \$6,000 in escrow savings and that number will continue to grow. Participants are making progress in many areas: employment, education, checking, improving credit scores, etc.

Community Engagement: Resident Services is co-sponsoring different opportunities for residents to get involved with the Town's decision-making processes. On November 12th at 11 a.m. at 61 Park St., the Town will host a focus group and survey info session on ARPA funds. Other sessions are coming up with Steps to Success, dates TBD.

STARRY Internet: Ms. Katz asked for an update on how sign-ups are going. Ms. Mendola replied that since September, STARRY has gone out to all senior sites on a regular basis with information in various languages and offering onsite sign-ups. Resident Services is also working with them to provide steps so other BHA residents understand how they may participate. Both Property Managers and STARRY have been working to get the word out to residents.

Group programming this fall included English classes held virtually, with 24 residents enrolled.

8. Other Business. Mr. Alperin encouraged everyone on the call to contact their State legislature regarding State ARPA suggestions. They will be voting on November 7th and it's critical to call state representatives and encourage them to vote for the \$150M which is in ARPA appropriations for State Public Housing.
9. Upcoming Meetings. December Board Meeting: Tuesday, December 14th at 4:30 PM.
10. Vote to Adjourn.

On a motion from Ms. Katz and a second from Ms. Cohen it was unanimously agreed to adjourn the regular meeting at 5:11 PM.

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ATTEST**



Michael Alperin, Executive Director