

**BROOKLINE HOUSING AUTHORITY
BOARD OF COMMISSIONERS' MEETING
TUESDAY, JANUARY 10, 2023, 4:35 PM
90 LONGWOOD AVE**

AND

**By Telephone Conference Call: (929) 205 - 6099
Meeting ID: 820 9017 8807 Passcode: 973642
or by Meeting Link: ZOOM**

Present: Ms. Sullivan, Ms. Cohen, Ms. Katz, and Ms. Dugan. Absent: Mr. Jacobs

The Board of Commissioners' monthly meeting was called to order by Ms. Sullivan at 4:36 PM.

1. Board Reports. No Votes.
2. Executive Director Report. No Votes. No Votes

Attachment A – FY 2022 Financial Statement and AUP Report

Mr. Alperin highlighted the following:

HUD Annual Plan: This will be submitted due to Board approval.

50 Pleasant St.: A significant flood/crisis occurred on Dec. 31, 2022, which occupied the attention of all BHA departments. Seventeen apartments were damaged by water and deemed uninhabitable, 10 of which were occupied. Residents were relocated to the Hilton Garden Inn. Power was shut down for 36 hours as water damaged one elevator and the electrical system servicing all apartments. BHA staff focused on crisis management for the past week in conjunction with the Town's Fire, Health, Emergency Services and Police departments.

BHA staff and local partners provided residents with three meals a day in the community room until power was restored. The BHA also provided all residents with gift cards (\$100 per household) to replace food spoiled during the power outage. The leak will result in a significant loss for 50 Pleasant LLC (\$100,000 deductible for water damage on Builder's Risk policy). Lenders and investors are aware of the situation (as required by the 50 Pleasant LLC operating agreement); however, the damage should not impact construction or tax credit delivery schedules. The building is now safe and households have begun to return to the property.

State Public Housing FY 2026 Capital Formula Funding: DHCD announced FY 2026 capital fund Formula Funding. The BHA will receive \$473,755 in state public housing capital funds to cover 425 units. This is basically level funding compared to the \$473,906 received for FY 2025 and \$473,906 received for FY 2024. The State PH capital formula funding continues to be significantly lower than amounts necessary to address annual capital needs and deferred maintenance, at Egmont Street Veterans, High Street Veterans, and Trustman Apartments.

Trust Center for Early Learners: The BHA has formed a partnership with the Trust Center for Early Learners with this newly opened Early Childhood Education Center for children ages 3-5 years on Harvard Street. The Trust Center for Early Learners will commit 10 seats for BHA Families at a reduced rate (depending upon household income) under a new “Power of 10” campaign. This is an opportunity for BHA families to access affordable, high-quality early childhood education. Sign-ups will be completed by January 31st for the Fall 2023 calendar year.

Staffing: Employment offers have been accepted for a new LIHTC Property Manager at 50 Pleasant St., two new Lead Mechanics (bringing the Maintenance Department closer to being fully staffed). The Authority is also moving along to hire a Director of Leased Housing and Admissions.

Annual Audit: The BHA received its Fiscal Year 2022 audit from Marcum LLP for the period ending March 31, 2022. The Authority is in a good financial position: assets grew in the past year and revenues were down (due to realization of sales of properties and redevelopment fees, expenses grew less fast in prior year, and the BHA is in a very good liquid position with 9+ months of cash on hand and is starting to invest this in federal CDs). Auditors found three (3) exceptions to agreed-upon procedures: 1. File retention related to smaller value procurements; 2. Rent Calculation for 1 of 25 files audited; and 3. Income Calculation for 1 of 25 files audited. The Procurement finding is the same as last year and is the result of having only four months from last year’s audit to make corrections before the March 31, 2022 year-end. The small recurring vendor contract has now been appropriately re-procured.

4. Public Comment. No Votes.

5. Consent Agenda. **Vote to approve Consent Agenda, Items 5.A. through 5.C.**

5.A. Approval of Minutes. **Vote to approve the December 13, 2022, Board Meeting Minutes and DHCD Annual Plan Public Meeting minutes.**

5.B. Contract Award. **Vote to affirm a contract for architectural and engineering services with Nangle Engineering Inc., in the amount of \$23,555, for the Phase II Mechanical Bathroom Fan Project at High Street Veterans.**

5.C. Contract Award.

Vote to approve a contract for the Flooring Project at 22 High Street.

On a motion by Ms. Dugan, and a second by Ms. Katz, **this agenda item was unanimously approved by a roll call vote taken: Ms. Sullivan-aye, Ms. Katz-aye, Ms. Dugan-aye, and Ms. Cohen-aye.**

6. Upcoming Meetings: Tuesday January 24, 2023, 4:30PM; February Board Meeting: Tuesday, February 14, 2023, 4:30PM. Both hybrid at 90 Longwood Ave. and via Zoom Teleconference.

7. Vote to Adjourn.

On a motion by Ms. Cohen, a second by Ms. Katz and a roll call vote taken: **Ms. Sullivan-aye, Ms. Dugan-aye, Ms. Cohen, and Ms. Katz-aye, it was unanimously agreed to adjourn the meeting at 5:20 PM.**

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ATTEST



Michael Alperin, Executive Director