

**BROOKLINE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS' MEETING  
TUESDAY, FEBRUARY 14, 2023, 4:30 PM  
Hybrid-90 LONGWOOD AVE  
AND By Telephone Conference Call: (929) 205 - 6099  
and Zoom**

<https://us02web.zoom.us/j/88325313111?pwd=em9kZEIzL0lpc2l0MkdhckFwK21GUT09>

Meeting ID: 883 2531 3111

Passcode: 747225

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

1. The Board of Commissioners' monthly meeting was called to order by Mr. Jacobs at 4:30 PM.
2. Board Reports. No Votes.
3. Executive Director Report. No votes or reports.

Staff introductions/updates: John Hillis, Director of Leased Housing and Admissions; Amelia Youngstrom, Development Associate; Grace Mitchell, Senior Services/Wellness Specialist; Jacky Lara, Self Sufficiency Program Coordinator. Recent new hires included: Katia Matos, LIHTC PM at 50 Pleasant Street; Eileen Acevedo, LIHTC PM at 61 Park St., and David Piazza, Lead Mechanic. Rob Nihoff will be retiring at end of February. Mr. Alperin added the BHA is getting close to being fully staffed.

DHCD compliance award: DHCD awarded an additional \$250,000 in Compliance Funds to remediate Lead Paint at High Street Veterans, in conjunction with the Hallway renovation project. The award supplements the \$483,010 in Formula Funds awarded by DHCD.

Smoking policy: Some residents are smoking in inappropriate areas and other residents are complaining. The BHA's 2019 policy states no one can smoke within 25 ft. of any BHA property. Property Managers are following up with enforcement.

Housing Opportunities Through Modernization Act (HOTMA) 2016 Implementation: This rule impacts PHAs that administer Public Housing and/or HCV programs. For PHAs administering the Public Housing program, the rule also includes the over-income in Public Housing provision. This provision becomes effective 30 days after publication in the Federal Register. Most other provisions take effect January 1, 2024. HOTMA will entail significant operational reforms for the BHA Leased Housing and Property Management Departments. BHA staff will attend upcoming trainings about this significant change to income and asset certifications. Commissioners will soon be asked to approve changes to the Administrative Plan and Admissions and Continued Occupancy Policy (ACOP) to make the documents consistent with the new rule implementation.

Commonwealth's MBTA Communities Act: The Town is debating the requirement to be compliant with the MBTA Communities Act passed two years ago. Brookline's Select Board voted to engage a consultant

to produce a form-based zoning analysis to be voted on by Town Meeting in November 2023. Housing authorities may be adversely affected by any changes in zoning if the Town becomes non-compliant. The BHA could lose up to 10.63% (varies but up to \$225,000 per year) of State Public Housing Operating Funds and hopes the Town provides a revenue stream equal to or greater than any lost State monies. Residents are encouraged to attend public meetings to learn more about this.

50 Pleasant St. LLC Flood Emergency Update: Insurance has yet to declare a loss. All residents, except for one requiring an accessible unit, have been relocated back to the property. Mr. Alperin said the BHA's Maintenance team did a great job urgently working to turnover units for the required emergency moves. Damaged elevator, plumbing, fire system, and electrical equipment have been repaired with additional replacement equipment ordered. The event will be a significant loss for the 50 Pleasant Street LLC partnership. To date, approximately \$160,000 in 3rd Party invoices have been received related to the pending claim. The total loss is expected to be in the \$300,000 - \$400,000 range once BHA overtime, additional yet-to-be-received Electric Invoices, and Hotel Relocation Costs are quantified. The BHA has hired a 3rd Party Adjuster on behalf of the 50 Pleasant LLC Partnership.

Vacancy Reports: State and Federal vacancies are building up a bit because the focus had to be shifted to flood damaged units at 50 Pleasant St. HUD has approved Kickham units to be held vacant. Construction will begin the third week of March at 50 Pleasant LLC.

4. Public Comment. No Votes.

5. Presentation. Brookline Community Development Corporation (BCDC) by Deborah Brown. No Votes.

Ms. Brown offered a presentation on the BCDC; explaining it is a nonprofit created by HUD to help restore affordable housing development and allied services. Ms. Brown said the BHA is an important partner and the two organizations are stronger together.

6. Consent Agenda. **Vote to approve Consent Agenda, Items 6.A. through 6C.**

6.A. Approval of Minutes. **Vote to approve the January 24, 2023, Board Meeting Minutes.**

6.B. Change Order 22 High Street. **Vote to approve change order #1 with Continental Flooring Company for the apartment flooring replacement project at 22 High Street.** The change order was approved by BHA's architect at Garofalo Design Associates.

6.C. Contract Award Flooring Project – Moving 22 High Street. **Vote to approve a contract for moving services with Wakefield Moving in the amount of \$72,500 for the flooring replacement project at 22 High Street.**

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

7. Contract Amendment. **Vote to approve a contract amendment in the amount of \$79,044 with Housing Opportunities Unlimited (HOU) for relocation services during the 32 Marion Street redevelopment project.**

Ms. Maffei noted a budget item was previously approved to move residents out of the existing Colonel Floyd property and move them into 32 Marion St. This proposal provides a small budget for HOU to stay in touch quarterly with residents who have been relocated and keep them apprised of developments.

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

8. Resident Services Quarterly Update. Danielle Mendola, Director of Resident Services. No Votes.

Ms. Mendola noted that Jacky Lara is supervising two interns (BHA residents and part of Women Thriving) who are supporting events at family properties. Other programs are also in process at BHA's senior properties.

9. Upcoming Meetings. March Board Meeting: Tuesday March 14, 2023, 4:30PM.

10. Vote to Adjourn.

On a motion by Ms. Cohen, and a second by Ms. Katz (remotely) and a roll call vote taken: **Ms. Cohen-aye, Ms. Katz-aye (remotely), Ms. Dugan-aye, and Mr. Jacobs-aye, it was unanimously agreed to adjourn the meeting at 5:36 PM.**

**A TRUE COPY**

**ATTEST**



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**Michael Alperin, Executive Director**