

**BROOKLINE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS' MEETING  
TUESDAY, APRIL 11, 2023, 4:30 PM  
90 LONGWOOD AVE  
AND  
By Telephone Conference Call: (929) 205 - 6099  
Meeting ID: 863 4150 6240 Passcode: 317060  
or by Meeting Link: [ZOOM](#)**

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

1. **Call to Order. Per the updated Open Meeting Law.** Mr. Jacobs called Roll for each member and each vote was taken by an audible roll call: Ms. Katz-here; Ms. Dugan-here; Ms. Sullivan-here (remote). **Absent: Ms. Cohen.**
2. Board Reports. No Votes. Ms. Katz reported the annual Steps to Success fundraising event will be held May 1-11<sup>th</sup> virtually. Donations have been received to help underwrite the programming.
3. Executive Director Report. No votes or reports.

Mr. Alperin highlighted the following items from the Board package:

Update to Capital Improvements Report: There was an update to Page 1 of the Commissioners' package: the Capital Improvement Projects and Modernization Report was missing the total estimated grand total cost of projects currently in progress which is \$10,972,000.

Rent Collection Report: Collections continue to improve month by month.

Vacancy Report: Vacancies continue to tick down and will soon trend to 100% occupancy across properties. A Park St. vacancy noted on the report has since been filled.

Resident Meetings: Post pandemic, the Property Management Department has restarted these meetings and plans to hold quarterly meetings at each property.

BHA Community Days: Will be held April 27, 2023, from 4:00-6:00 p.m. at High Street Veterans, in conjunction with the Brookline Health Department who donated \$500 toward this event. A second community day with service partners is planned for June 15, 2023, at 22 High Street/Walnut Street Apartments. Commissioners and BHA residents from all properties are welcome.

Town of Brookline 32 Marion Loan Commitment: The Housing Advisory Board and Brookline Select Board approved the Town's \$6.525 million Affordable Housing Trust Fund Commitment to the BHA's forthcoming 32 Marion Street Project. The final commitment advances all local funds (less a 10% holdback) to the project at closing, saving the project up to \$900k in construction loan interest.

Steps to Success. The interim Executive Director has done an excellent job; a permanent Executive Director will be hired later this Spring/Summer. A Family Engagement Coordinator will also be hired soon to connect BHA families with K-2 age children with resources and help to siphon younger children into Steps' programming as students enter 3rd grade.

GBIO Housing Justice Campaign: The Greater Boston Interfaith Organization will hold a Housing Justice rally at St. Paul's Church, Thursday, April 13th and plans tours with state legislators and local media of selected residences at Egmont Street Veterans and Trustman Apartments. GBIO planned this event to garner support for increasing the House and Senate's budget for State Public Housing.

Solar Energy Procurement: Commissioners will be asked to approve Counsel to advise the BHA on Solar and Green Energy contracts. If the project identified is built, an off-site Solar Power Purchase Agreement will allow the BHA to purchase 100% Solar Energy for most of its State Public Housing units, totaling over 1.1 million Kwh of new green energy for the BHA and built in the Commonwealth. The Power Purchase Agreement will also allow the BHA State Public Housing budget to realize approximately \$16,000 of additional revenue per year for 20 years as Solar Credits are allocated and shared with DHCD.

DHCD Sustainability Funding Study: The BHA has secured at least \$10,000 in additional funding through DHCD to study greenhouse gas reduction opportunities at High Street Veterans (HSV). It is one of the highest utility consumption properties in the State public housing portfolio. The hope is that this study, completed in conjunction with DHCD, will unlock additional sustainability/resiliency funding.

Maintenance Work Orders: In FY 2023 (April 1, 2022 – March 31, 2023) the BHA Maintenance Department completed 9409 work orders across 15 maintenance staff (627 work orders completed on average/employee). Work order totals do not include Col. Floyd and Sussman Apartments due to the timing of redevelopment. Chris Devoll, Director of Maintenance and Modernization, and the entire BHA Maintenance team have done a great job completing a high volume of work orders in a timely manner.

4. Public Comment. No Votes.

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

5.A. Approval of Minutes. **Vote to approve the March 14, 2023, and March 31, 2023, Board Meeting Minutes.**

5.B. DHCD Financial Assistance. **Vote to accept DHCD's amendment #14 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$1,388,928.**

5.C. Wage Match Authorization. **Vote to approve access to Wage Match for the BHA Employees listed on the attached memo.**

5.D. Proprietary Item High Street Veterans. **Vote to approve the use of Proprietary Products in the bid specifications for the hallway renovation project at High Street Veterans Apartments.**

5.E. Change order #2 Walnut St. Flooring Project. **Vote to approve change order #2 with Continental Flooring Company for the Walnut Street Flooring Project.**

5.F. Contract Award 153 Kent Street. **Vote to approve a contract for the kitchen upgrade project at 153 Kent Street to Kreative Developers, LLC in the amount of \$29,275.00.**

5.G. Contract Award Egmont St. Veterans. **Vote to approve a contract with LAN-TEL Communications for \$19,350.00 to furnish and install an updated video server for the cameras at Egmont Street Veterans.**

On a motion by Ms. Sullivan 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 Mr. Jacobs-aye.**

6. Solar Power and other Renewable Energy Agreements. **Vote to approve the engagement of Law firm Sherin and Lodgen LLP for Solar and Renewable Energy legal matters.**

Ms. Alperin said the BHA has identified a solar array to be built in Acton, MA. It would provide 1.1M kilowatts hours of solar energy per year that can be procured on a 20-year contract. The BHA can sign a letter of intent to enter into a power purchase agreement, but before doing so wants to consult counsel with expertise in this area. Before asking Commissioners to engage this firm, DHCD was consulted and advised that Sherin and Logan are experts in this area. Ms. Cohen has also worked with this firm and concurred. Assuming all goes well, the Board will be asked for their approval to enter into an actual agreement a future meeting with the solar company that will be building the solar array.

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

7. 2Life Affordable Housing - 2Life Leland MM LLC. **Vote to approve Brookline Housing Authority Corporation, Inc. to serve as a 21% member of 2Life Leland MM LLC for the purpose of disaffiliation and to facilitate the production of affordable housing.**

Ms. Maffei explained this is a tax credit trick; a service which non-profits provide to each other when developing properties through the tax credit program. 2Life will provide sponsored debt to their next affordable housing project. For that debt to not be considered a related party debt, they need to bring in a minority partner. According to Ms. Maffei, 2Life did it for the BHA on 50 Pleasant St. LLC and the Authority is returning the favor. She has checked with legal counsel who confirmed this is an appropriate use of the BHA's 501c3 and that it doesn't pose any liability to the BHA. Additionally, the BHA will be reimbursed for any legal costs.

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

8. 61 Park St LLC, 90 Longwood LLC & 86 Dummer LLC-2022 Audits. December 2022 audits for 61 Park St LLC, 90 Longwood LLC & 86 Dummer LLC completed by AAF CPAs - Discussion, no votes.

Mr. Kelley reported audits were completed for all LLCs as of 12/31/22. Reports were completed on time and sent to investors for approval. The audit reports were clean, with no findings and report numbers were good. Some expenses went up due to inflation, but the Authority has been able to cover these costs with higher rents.

9. Upcoming Meetings. May Board Meeting: Tuesday, May 23, 2023, 4:30PM. Mr. Alperin informed Commissioners that the Governor extended the Open Meeting Law. They have until March 2025 to meet either in person or remotely and it will count toward a quorum.

10. Vote to Adjourn.

On a motion by Ms. Katz, and a second by Ms. Dugan, and a **roll call vote taken: Ms. Katz-aye, Ms. Sullivan, Ms. Dugan, and Mr. Jacobs-aye, it was unanimously agreed to adjourn the meeting at 5:01 PM.**

**A TRUE COPY**

**ATTEST**



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**Michael Alperin, Executive Director**