

**BROOKLINE HOUSING AUTHORITY BOARD MEETING
WEDNESDAY, FEBRUARY 14, 2024, 10:30 AM
90 LONGWOOD AVE**

AND

**By Telephone Conference Call: (929) 205-6099
or by Meeting Link: [ZOOM](#)**

Join Zoom Meeting:

<https://us02web.zoom.us/j/82301583220?pwd=dDI5NOJ4WHIJUkd5emhaTXJMTnV3Zz09>

Meeting ID: 823 0158 3220

Passcode: 181993

The meeting was called to order by Ms. Sullivan at 10:32 AM. Roll call: Ms. Katz-here, Ms. Sullivan-(remote), Ms. Cohen-here. Absent: Mr. Jacobs, Ms. Dugan.

1. Call to Order.
2. Board Reports. No Votes. Ms. Cohen provided the following updates:

A meeting of the Domestic Violence Subcommittee meeting was held in conjunction with the Cambridge Housing Authority (CHA) to learn from one another. The next step is to convene a meeting between the BHA subcommittee and the Brookline Police Department. The CHA will be invited to attend.

A January 29th meeting of the Greater Boston Interfaith Organization (GBIO) was held with Senator Creem and Brookline Representatives to discuss support for an upcoming affordable public housing bill and an increase in operating funds in the budget for the coming year. The meeting was positive and well attended. A March 3rd meeting will be held at the Islamic Society Center of Boston to show support for the Governor's affordable homes act. Politicians will be in attendance and the public is invited to attend.

3. Executive Director Report. No Votes.

Mr. Alperin reported the following:

Finance Department-Staff were commended after completing a very rigorous January: a switch was made to a new payroll company, audits were completed, and 1099s were sent to vendors to meet all tax requirements.

New Hire Update—Lisa Brown, LIHTC Property Manager at 50 Pleasant St.; Anina Kopka-new Admissions Asst/Front Desk, and Ericka Pierribia-PT Resident Outreach Assistant.

Community Preservation Act (CPA) Committee update—A recent hearing was held about the housing application for the approximately \$10M available in CPA funds. Ms. Sullivan is the BHA's designated appointee on the Committee. The BHA has asked for \$3.75M to be matched with \$3.75M of affordable housing trust funds that will be the local commitment to move the first phase of a Walnut-High redevelopment to the front of the pack for competitive financing applications. The CPA Committee has given their unanimous support.

Affordable Connectivity Program Update—The Federal Government announced the end of the affordable connectivity program on April 30th. The program started in 2021 and took \$30 off qualified customers' internet bills. Currently there is no federal program replacement program.

50 Pleasant St., LLC—In the midst of construction, another flood occurred knocking out power. Many departments responded to help residents. Short-term fixes were implemented. Plumbing will be fully replaced to current code as part of the site's redevelopment.

HUD Update on Housing Opportunities and Modernization Act (HOTMA)—This affects how Federal programs certify income with some asset limitations and qualifications for programs. HUD is still updating some systems. Until they make these upgrades, the implementation of HOTMA is again on hold. However, the BHA team is trained and ready to implement future changes.

BOC reports---The January Vacancy Report shows things are on track. It was also a positive month for Collections, which were up from the previous month.

4. Public Comment. No Votes. No Comments.

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

5.A. Approval of Minutes. **Vote to approve the January 9, 2024, Board Meeting Minutes and HUD Annual Plan Meeting Minutes.**

5.B. CDBG FY 2025 Application. **Vote to endorse the Brookline Housing Authority's FY 2025 CDBG grant application to the Town of Brookline for capital funds in the amount of \$1,071,775.**

5.C. Contract Affirmation—High Street Veterans Decarbonization Study. **Vote to affirm a contract for architectural and engineering services with West Work in the amount of \$84,000 for the decarbonization feasibility study of High Street Veterans Apartments.**

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

6. Contract Award—Walnut-High Development Consultant. **Vote to approve a contract with Sharon Loewenthal for development consulting services for the redevelopment of Walnut-High Apartments at a rate of \$175 per hour with an anticipated total contract amount of \$75,000 for a term of three years and two one-year extension options.**

Ms. Youngstrom said the procurement process was completed according to State law. This consultant was the only one to formally submit a response and has worked with the BHA on previous redevelopment projects.

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

7. Change Order—32 Marion Street. **Vote to approve Change Order #007 in the amount of \$174,709.20 with Delphi Construction, Inc. to account for extended General Conditions resulting from closing delays.**

Ms. Maffei explained this will account for extended general conditions resulting from repeated delays in closing the deal due to the uncertainty of the bond funds from Nov. 7th to Dec. 23rd.

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

8. Contract Approval—Walnut-High Architect. **Vote to approve a contract for comprehensive planning, design, and construction administration services for Phase 1 of the redevelopment of Walnut-High Apartments with Utile in the amount of \$3,114,150.**

Ms. Youngstrom said this is another request to move forward with the redevelopment of Walnut-High. At the Jan. 9th meeting, Commissioners authorized the BHA to negotiate a contract for architectural and engineering services with Utile. A reasonable proposal for the first Phase of Walnut-High redevelopment was presented. It is assumed it will be a new building comprised of 80 to 100 units with a mix of bedroom sizes. The project is estimated to last for 4 ½ yrs.

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

9. FY 2025 Budget. Discussion of FY 2025 operating budget and vote to approve FY 2025 budget and submit authorizations to EOHLC.

Mr. Kelley explained new positions are included in the new budget: either a Chief Operating Officer or an Assistant Executive Director, and additional positions within the Maintenance and Resident Services departments. The budget also provides for the purchase of new maintenance equipment. However, a bill from the Brookline Retirement Board (more than \$236,000 over last year), hindered the BHA's ability to offer staff salary increases.

Mr. Alperin added the BHA is doing very well financially in all programs, with a temporary loss in the Section 8 Program. The exception is the State Public Housing program which continues to be underfunded relative to others. The BHA receives less in State subsidies than residents pay in rent. The BHA continues to allocate costs appropriately and to struggle to run the housing program the way it would like to with the current level of funding.

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

10. Other Business.

11. Upcoming Meetings: March 12, 2024, at 4:30 p.m.

12. Executive Session.

13. On a motion by Ms. Cohen, and a second by Ms. Katz, to enter into Executive Session at 11:21 a.m. for the purpose of preparation for negotiations with union personnel or to conduct collective bargaining sessions, only to return to regular session for the purpose of adjournment **was unanimously approved by a roll call taken: Ms. Cohen-aye, Ms. Katz-aye, and Ms. Sullivan-aye (remote).**

14. Vote to Adjourn.

On a motion by Ms. Katz and a second by Ms. Cohen, and a roll call taken: **Ms. Katz-aye, Ms. Sullivan-aye, Ms. Cohen (remote), and Mr. Jacobs-aye, it was unanimously agreed to adjourn the meeting at 11:43 AM.**

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ATTEST



Michael Alperin, Executive Director