

Miacomet Village

Nantucket Housing Authority

INCORPORATED 1984

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NANTUCKET HOUSING AUTHORITY REGULAR MEETING

March 11, 2022

NHA Community Building
3 Manta Drive, Nantucket, MA

A Regular Meeting of the Nantucket Housing Authority was called to order on Friday, March 11, 2022 at 2:00 PM at the NHA Community Building, 3 Manta Drive, Nantucket, MA.

PRESENT: Penny Dey, Chairperson & State Appointee
Beth Ann Meehan, Treasurer
Marvia M. Hendricks

Also present: Renee Ceely, NHA Executive Director

ABSENT: Linda F. Williams, Treasurer
Bertyl V. Johnson, Jr.

1. MINUTES: Commissioners reviewed the minutes of the meeting held 1/26/2022. The following Resolution was adopted.

RESOLUTION #22-01

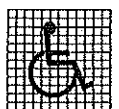
A motion made by Commissioner Hendricks and seconded by Commissioner Meehan that the minutes of the meeting held 1/26/22 be accepted as presented. Upon a roll call vote the motion carried by a vote of 3 to 0 to approve the minutes of the meeting held 1/26/2022 as follows:

YEAS: Dey, Hendricks and Meehan **NAYS:** none.

2. VOUCHERS:

a. All Programs General Operating Expenditure Approval: Commissioner Meehan made a motion to approve and sign the voucher and all checks totaling an expenditure of \$42,406.88. Commissioner Hendricks seconded the motion which upon a roll call vote passed unanimously 3 to 0 as follows:

YEAS: Hendricks, Dey & Meehan **NAYS:** none.



3. EXECUTIVE DIRECTORS REPORT: Renee Ceely gave a progress summary of the following activities:

1. Entered all paper applications for state housing received in 2021 into CHAMP required as part of the new PMR procedures.
2. Annual recertifications for all 4001 units underway.
3. RD and 4001 applications entered on waitlist.
4. Updating the 2 bedroom/705 family unit waiting list through CHAMP. 500 letters will ultimately be sent to applicants and applicants who do not respond will be purged.
5. Prepared FY 2021 year-end reports with assistance from Fee Accountant.
6. NHA mission statement, program information and access to applications has now been included on the Town of Nantucket's official website.
7. AFHM Plan soon to expire. Presently updating the plan for approval by USDA/Rural Development.
- 8 The annual energy consumption review has begun for all Norquarta Dr. units.

4. NEW BUSINESS:

a. State 4001 Miacomet Village I FY 2021 Year-end Financials & Certifications: Renee Ceely presented FY 2021 Year End Financial Statements, Tenants Accounts Receivables and compliance certifications for the Board's approval prior to submitting electronically to DHCD.

RESOLUTION #22-02:

Upon a motion made by Commissioner Meehan and seconded by Commissioner Hendricks, the Board voted unanimously, by a show of hands, to approve and execute all required 4001 Program FY 2021 Year-End financial reports and certifications as presented.

YEAS: Hendricks, Meehan & Dey

NAYS: none.

b. Cape Cod Five Award: Cape Cod Five approved the NHA request for support and awarded a grant in the amount of \$2500 to replace a few of the expired exterior metal doors at Miacomet Village II.

5. OLD BUSINESS:

- a. New Building Envelope Project 2 & 6 Miacomet Rd/ FISH# 201035: An on-site inspection was conducted on March 10th with the contractor, DHCD construction inspector and the architect. A final punch list was prepared by the architect and completed by the contractor. DHCD has approved the certificate of substantial completion and payment of the final Requisition of \$78,707.50. A 5% retainage is still being held. Director Ceely requested the Board's approval of the same.

RESOLUTION #22-03

Commissioner Meehan made a motion to approve the certificate of substantial completion and final Requisition Payment of \$78,707.50. Commissioner Hendricks seconded the motion which passed unanimously by all present as follows:

YEAS: Hendricks, Meehan & Dey

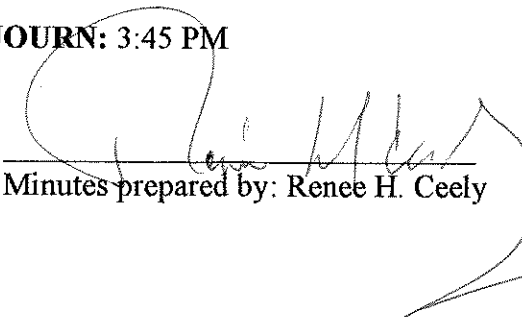
NAYS: none.

6. OTHER BUSINESS:

- a. Nantucket Housing Needs Covenants: A motion was made and seconded to endorse a NHNC on the following properties:

- (1) 4 Hull Lane
- (2) 16 Friendship Lane (Qualified Family Member Restriction)

7. ADJOURN: 3:45 PM


Minutes prepared by: Renee H. Ceely

6-14-2022
Approved