NANTUCKET HOUSING AUTHORITY
REGULAR MEETING
January 25, 2023
NHA Community Building
3 Manta Drive, Nantucket, MA

A Regular Meeting of the Nantucket Housing Authority was called to order on Wednesday, January 25, 2023, at 2:00 PM in the NHA meeting room at 3 Manta Drive and via remote participation.

PRESENT: Penny Dey, Chair & State Appointee
Bethann Meehan, Treasurer
Marvia Hendricks
Linda Williams, Vice-Chairperson
Anne Kuszpa, E.D. of Housing Nantucket
Nancy Friend, Executive Director, NHA

ABSENT: Bertyl V. Johnson, Jr.

1.QUORUM: The chair established that there was a quorum present.

2. Fee Accountant Sue Honeycutt of Fenton, Ewald & Associates presented the budgets as outlined in packets.

3. FY23 400-1 STATE AIDED BUDGETS: A motion was made by B. Meehan and seconded by M. Hendricks to approve the FY23 400-1 State Aided budgets as presented. All voted in favor.

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

4. FY23 Federal Rural Development Budget: A motion was made by B. Meehan and seconded by L. Williams to approve the FY23 Federal Rural Development Budget as presented. All voted in favor.

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

5. BILL ROLL AND SIGNING OF THE WARRANT DECEMBER 2022: A motion was made by L. Williams and seconded by B. Meehan to approve the December 2022 Warrant. All voted in favor.

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

6. BILL ROLL AND SIGNING OF THE WARRANT JANUARY 2023: A motion was made by B. Meehan and seconded by L. Williams to approve the January 2023 Warrant. All voted in favor.

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

7. MINUTES: A motion was made by L. Williams and seconded by B. Meehan to approve the minutes of November 30, 2022. All voted in favor.

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

8. WORK PLAN 201042 AWARD CONTRACT TO PAT ADAMIDIS AS THE LOWEST RESPONSIBLE BIDDER IN THE AMOUNT OF $5,950 (EMG ELECTRIC BASEBOARD HEAT REPLACEMENT PROJECT): A motion was made by B. Meehan and seconded by L. Williams to approve awarding the contract as presented. All voted in favor.

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

9. WORK PLAN 201042 Change Order #1: A motion was made by L. Williams and seconded by B. Meehan to approve the change order in the amount of $1,800 as presented.

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

10. WORK PLAN 201042 CERTIFICATE OF FINAL COMPLETION: A motion by M. Hendricks and seconded by B. Meehan to approve the Certificate of Final Completion in the amount of $7,750 as reviewed.

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

11. FAIR HOUSING MARKETING PLAN: A motion was made by B. Meehan and seconded by M. Hendricks to approve the Fair Housing Marketing Plan as written and presented. All voted in favor.

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

12. LANGUAGE ACCESS POLICY: A motion was made by M. Hendricks and seconded by L. Williams to approve the Language Access Policy as written and presented.

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

11. REASONABLE ACCOMMODATION POLICY: A motion was made by B. Meehan and seconded by M. Hendricks to approve the Reasonable Accommodation Policy as written and presented.

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

12. REGIONAL LEGAL SERVICES PROGRAM- STATE-AIDED HOUSING PARTICIPATION AGREEMENT: A motion was made by B. Meehan and seconded by L. Williams to approve and submit to DHCD the Regional Legal Services Participation Agreement as reviewed.

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

13. DISCUSSION/REVIEW OF PET POLICY: Chair Dey announced this agenda item will be tabled until next month.

14. COVENANT 55 MIACOMET AVENUE: A motion was made by L. Williams and seconded by M. Hendricks to approve the Covenant at 55 Miacomet Ave as presented by Anne Kuszpa from Housing Nantucket.

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

15. 125 TOM NEVERS ROAD PROPERTY: P. Dey provided an update of her meeting onsite in December with Molly & Nate. They are awaiting an estimate for Fencing, and to keep the item on the agenda until we have heard from the town.

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

16. EXECUTIVE DIRECTORS REPORT: A motion was made by B. Meehan and seconded by L. Williams to approve the E.D. Report as written. All in Favor.

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

17. OTHER BUSINESS:

The board set meeting for February at 12pm. on 2/22 and March meeting for 2pm. on 3/15.

18. REPORTS FROM OTHER COMMITTEES:

CPC- Linda Williams – Nothing new to report.
NP&EDC – Bert Johnson – Absent
AHTF- Penny Dey – Provided an update on articles including room occupancy tax status, SHY list percentages etc.
Beth Ann Meehan provided and update on Habitat for Humanity and reported, the trailers had been removed from the property. Discussion on the need for housing infrastructure.

5. ADJOURN: Motion to adjourn was made by B. Meehan, seconded by L. Williams

The vote was unanimous, and the meeting was adjourned at 3:10 PM.

Nancy Friend | 2/22/2023
Minutes prepared by: Nancy Friend | Approved