MINUTES OF THE MEETING
OF THE
CHICOPEE HOUSING AUTHORITY
JANUARY 14, 2009

The Members of the Chicopee Housing Authority met in regular session At 7 Valley View Court in the City of Chicopee, Massachusetts. The meeting was called to order by the Chairperson at 6:10 p.m. Upon roll call those present were as follows:

Present: Brian Hickey
Charles Swider
Bruce Socha

Absent: Chester Szetela

NOTICE OF MEETING

Notice is hereby given that in accordance with Section 23B of Chapter 39, General Laws as amended that the regular meeting of the Members of the Chicopee Housing Authority will be held on January 14, 2009.

CERTIFICATION AS TO SERVICE OF NOTICE

I, Monica Pacello Blazic, the duly appointed, qualified and acting Secretary of the Chicopee Housing Authority do certify that on December 12, 2008 I filed in the manner provided by Sec 23B. Chapter 39, General Laws, as amended with the Clerk of the City of Chicopee, Massachusetts. I filed said notice with a Member of the office staff in the City Clerk's office.

Also in attendance were the following: Secretary Monica Pacello Blazic, Finance Director Denis Vermette, Maintenance Operations Manager, David Dymek Modernization Coordinator Robert Kachinski, and Carmen Estrada, Recording Secretary.

Upon a motion made by Bruce Socha which was seconded by Charles Swider, it was unanimously voted to accept the Minutes of the Meeting held on December 10, 2008, without being read.

Upon a motion made by Charles Swider which was seconded by Bruce Socha, it was unanimously voted to approve payment of the bills.

CHECKS ISSUED

REVOLVONG FUND/PAYROLL	62473 - 62570	$577,758.90
SECTION 8	40163 - 40341	$195,380.83

A tabulation of those bills to be paid is contained in the Member's folders.

Modernization Coordinator Robert Kachinski gave the following status report on jobs in progress:

Interior door replacement at Cabot Manor is picking up speed. A delay in door shipments over the holiday caused the contractor to suspend work for two weeks.

JDL of Franklin County has submitted information for both the prime door and screen door replacement at Cabot Manor.

The Senecal prototype tunnel sealing has developed several minor leaks. Repairs have been performed.

Termite work at Cabot Manor is down to the second to last building.

Efforts are underway to advertise for an engineer to inspect the 13 buildings not worked on to confirm there is no termite damage in need of repair.

Maintenance Operations Manager David Dymek reported the following:

Department working on vacant units.
Snow Removal
Shortage of staff is a problem. Mr. Dymek is working on how to prevent a problem due to illness.

Director of Finance Denis Vermette distributed copies of the summary of operations for the period ending November 30, 2008 for all programs.

Upon a motion made by Charles Swider which was seconded by Bruce Socha, it was unanimously voted to accept the committee reports as given.

At the Board's request, the staff has contacted Tameika Martinez, a Cabot Manor resident, as a possible candidate for the Board of Commissioners. The Board Agreed to submit Ms. Martinez's name to the Mayor as a possible Board Member.

The following resolution was introduced by Charles Swider, read in full and considered.

RESOLUTION NO. 4822

Whereas, the Housing Authority is in receipt of Change Order # 23 from the firm of J.D.L., Inc. for an increase in the contract amount by $48,358.24 for termite damage repair work at 60-68 Plante Circle, Cabot Manor Apartments, (AMP8-1). This action is allowed under the contract requirements.

Now, therefore, be it hereby resolved by the Commissioners of the Chicopee Housing Authority to approve Change Order #24 as submitted by the firm of J.D.L., Inc. for termite damage repair work at 60-68 Plante Circle, Cabot Manor Apartments (AMP8-1), increasing the contract amount by $48,358.24.

Charles Swider moved that the foregoing resolution be adopted as introduced and read, which was seconded by Bruce Socha and upon roll call the "Ayes" and "Nays" were as follows:

AYES; Charles Swider
Bruce Socha
Brian Hickey

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Charles Swider, read in full and considered.

RESOLUTION NO. 4823

Whereas, the Housing Authority is in receipt of Change Order # 24 from the firm of J.D.L., Inc. for an increase in the contract amount by $18,074.41 for termite damage repair work & reinstall/replace insulation at 50-58 Plante Circle, Cabot Manor Apartments (AMP8-1). This action is allowed under the contract requirements.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve Changer Order #24 as submitted by the firm of J.D.L. Inc. Increasing the contract amount by $18,074.41 for termite damage repair work and reinstall/replace insulation at 50-58 Plante Circle, Cabot Manor Apartments (AMP8-1).

Charles Swider moved that the foregoing resolution be adopted as introduced and read, which was seconded by Bruce Socha and upon roll call the "Ayes" and "Nays" were as follows:

AYES; Charles Swider
Bruce Socha
Brian Hickey

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

The Housing Authority is in receipt of an invoice for payment from J.D.L., Inc for termite damage repair at Cabot Manor Apartments (AMP8-1) in the amount of $79,872.65.

Upon a motion made by Bruce Socha which was seconded by Charles Swider, it was unanimously voted to approve payment as requested above, which is in accordance with the terms of the contract requirements.

The Housing Authority is in receipt of an invoice for payment from the firm of Alpha Contracting Assocs. for door replacement work at Cabot Manor Apartments (AMP8-1) in the amount of $81,141.44.

Upon a motion made by Charles Swider which was seconded by Bruce Socha, it was unanimously voted to approve payment as requested above, which is in accordance with the terms of the contract.

The Housing Authority is in receipt of an invoice for payment from Valley Opportunity Council for the After School Program at Cabot Manor Apartments (AMP-8-1) in the amount of $4,200.33 for allowable expenses for December 2008.

Upon a motion made by Charles Swider which was seconded by Bruce Socha, it was unanimously voted to approve payment as requested above.

An invoice in the amount of $7,703.05 has been received from the firm of Hassett & Donnelly P.C. for their services to the DHCD retained risk program. This invoice is in accordance with the terms of their contract.

Upon a motion made by Charles Swider which was seconded by Bruce Socha, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Bruce Socha, read in full and considered.

RESOLUTION NO. 4824

Whereas, the Housing Authority is in receipt of the annual assessment from the Chicopee Contributory Retirement System. The assessment, in the amount of $451,546.00, for the fiscal year beginning July 1, 2009 is calculated based upon the percentage of CHA employees participating in the system.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the assessment from the Chicopee Contributory Retirement System in the amount of $451,546.00 for the fiscal year beginning July 1, 2009; and

Be it further resolved to include the expense in the budget to be drafted for the coming fiscal year.

Bruce Socha moved that the foregoing resolution be adopted as introduced and read, which was seconded by Charles Swider and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Bruce Socha
Charles Swider
Brian Hickey

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Charles Swider, read in full and considered.

RESOLUTION NO. 4825

Whereas, the staff has prepared a six (6) month contract with DenMor Security LLC to provide security services at the Canterbury Arms Apartments (AMP 8-3). The rate for services will be $14.02 per hour, twenty (20) hours per week, and the contract will begin January 16, 2009.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to enter into a contract with the firm of DenMor Security LLC to provide security services at Canterbury Arms Apartments (AMP 8-3) . The rate for services will be $14.02 per hour, twenty (20) hours per week. The contract will commence on January 16, 2009.

Charles Swider moved that the foregoing resolution be adopted as introduced and read, which was seconded by Bruce Socha and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Charles Swider
Bruce Socha
Brian Hickey

NAYS: None

The Chairperson thereupon declared said motion carried and said resolution adopted.

The Secretary distributed copies of the Stimulus Package submitted to DHCD for 18 projects. If the federal government funds the Stimulus Package, the Housing Authority might have some of the 18 projects funded by DHCD.

The next regular meeting is scheduled to be held on Wednesday, February 11, 2009 at 6:00 p.m.

ATTEST: CARMEN N. ESTRADA, RECORDING SECRETARY