

Town of Weston
Minutes for Elderly Housing Committee
January 8, 2019
Brook School Apartments
44 School Street, Building C
Weston, MA 02493

EHC Members: Tom Timko-Chair, Melissa Brokalakis, Tack Chace, John Hennessey and Carol Ott

Tenants/Public: Rachel and Paul Bau (future) C30; Patti Davenport D284; Paul Foley B19; Edson Forbes D279; Sandra Gosselin D283; Judith Harding C50; Janet Lubin C45; Shirley Small-Rougeau C48; Igor Vinokurov, Barkan Management; Cynthia Howe, Barkan Management

Town of Weston: Karin Ott, BSA Housing Certification Specialist; Ireta Metchik, Weston COA Social Worker

Meeting called to order at 7:45 AM

Bills were signed, but a discussion was tabled until later in this meeting.

The minutes from the December 4th and 24th meetings were accepted.

New Manager – Tom Timko

Tom was pleased to announce that Monyette Vickers was hired as the new BSA Building Manager. She will begin on Monday, January 14th. Barkan will stay on through February to help Monyette with her transition, transfer of site information and special projects. Monyette and the Board will decide at the end of February if an extension of the Barkan contract is needed. The Board will host a “Meet and Greet” for Monyette on Tuesday, January 22 @ 4:00 PM, location to be determined. All residents are welcome.

Housing Trust Update – Tom Timko

Tom briefed everyone on the various stages of 40B projects around Weston. Boston Properties has submitted a new proposal to the Planning Board that includes 120 senior housing units and commercial space.

Building A, Weston Media Center Space – Tom Timko

Weston Media Center anticipates being moved into its new space mid-March. They will need to leave a small stack of computers which will be relocated to the electrical service area. The Board began discussions about using the vacant space. The Town Center Project, which includes the Weston Historical Society’s current space, will not begin for some time, perhaps a year. The Board is no longer considering the WHS for the WMC space. The Board discussed various possibilities: an apartment or two if combined with the current art studio, exercise room, tenant storage, etc. Tom will reach out to the Permanent Planning Committee about having a RFP for special analysis of all storage and common areas which should include a feasibility study of potential use. Storage for every tenant will be a priority.

Paul Foley spoke about how he and another tenant make use of the art studio space. They would like the space to remain available and are open to running workshops for other tenants. Edson Forbes encouraged the Board to use the WMC and art studio to enrich the lives of the current tenants living at BSA, not just to think about adding apartments and storage.

Including Building D on the Weston Housing Inventory – Tack Chace

The Community Preservation Committee is not willing to fund any part of a possible future Building E unless some of the Building D units can be included on Weston’s Subsidized Housing Inventory. 24% of the building, six apartments, would be left without the Weston priority. At present every other unit is offered to a Weston affiliate. The proposed change would mean that two out of three apartments would keep the preference.

Karin reviewed the tenant selection plan.

BSA Campus Update – Karin Ott

Real Estate Assessment Center Inspection – Housing and Urban Development will be inspecting the buildings starting tomorrow, January 9th. The inspector is a sub-contractor of HUD so the government shutdown does not effect the inspection. All residents were notified in writing last week that their apartments could be subject inspection. Emily, Igor and Ed will be accompanying the inspector at all times during the day. The inspector will randomly select 6-10 apartments to go through, and inspect all common, offices, outdoor, storage and utility areas. The sprinkler system is a concern that will need

to be addressed in the spring when the ground thaws. The passive ventilation issue in Building D could also be a concern, not only for the residents but possibly for the REAC. John asked if the issues from the last REAC have been addressed. The “tunnel” area off Ed’s shop was the biggest concern and all other items have been fixed.

Vendor Payments – Some vendors are still having an issue with bills being signed once a month. Bills approved today take, on average, two weeks to process. Invoices received in the mail today will not be approved until the next meeting in February and then take two weeks to process once approved. Karin suggested that the Board might want to consider adding a separate time during the month for Board members to stop by and review invoices. That way invoices are approved in two batches and the Board can have more time to review the invoices. If a question about an invoice arises, it can be addressed quickly and in depth. Only a few vendors are affected and the process can be explained. No change has been made to the process at this time.

BSA Storage – Cynthia said it would be best to have a subcommittee to deal with the storage issue. It would also be best to wait until a feasibility report of the storage and common areas is done and implemented by the new manager.

Building C Intercom – The exterior wall unit at the front of the building has been replaced. A fiber optic line will replace the copper phone line. Monyette will work on that once she starts.

Marketing – The waitlist for market units has been depleted. The people who are left on the list are not ready to move or are waiting for a two bedroom unit, of which we have only one. Barkan will handle the marketing for market units. The waitlist for subsidized units is healthy.

Vacancies – At this time all open vacancies will be filled by mid-February. There is only one unit, of which we are aware, that is coming up for rent in February.

Holiday Party & Entertainment – There were three Tenant Assistance Programs that were brought in for December that were enjoyed by many residents. Next year the three programs will be booked through the year and we will seek tenant input. The Weston Roxbury Preschool came for its annual sing-along and was a big hit. The holiday party was well attended. Plaudits to John Hennessey for his generous donation of a Brother’s Gift Card to help with expenses.

Tenant Request – The residents who will be moving into apartment C30 have asked if they can install hardwood floors at their expense. The Board granted permission and will add wording to the tenant handbook to cover this contingency.

Review and Discussion Rent Levels –

BSA has not reevaluated the HUD rent in years. HUD allows for an annual or semiannual rent increase. ANY INCREASE IS ONLY PAID BY HUD AND WOULD NOT HAVE ANY EFFECT ON A HUD TENANT’S RENT. Liz Valenta will be consulted on any change in CPA rents. The market rents should be reviewed so they are fair. At this time a tenant’s rent is established at move in. A market comparison survey is needed, with a rent schedule to be established so all market rate tenants are paying the same amount.

The Board voted unanimously to have Barkan; submit the HUD increase and create a schedule for the future. All market units will renew their leases annually.

Public Comment – Judith Harding wanted to publicly thank Ed Jarobski and Emily Forman, of Barkan Management, for the assistance and care they took during a difficult time when her dog passed.

Other Business – The Barkan contract extends through February. Next month the Board will discuss the need for any extension, after Monyette has had time to assess the BSA needs.

The next meeting will be Tuesday, February 5th @ 7:45am.

The Meeting was adjourned @ 9:26am.