

Hancock Housing Commission  
Meeting Minutes  
November 20, 2013

President Antila opened the regular meeting of the Hancock Housing Commission at 4:40 pm.

Commissioners Present: Johnson, Shea, Smith  
Absent: Antila, Dennis

**Public Comment:** Resident Robert Tucker stated his concerns over pets wandering in the hallways at Lakeview Manor and Quincy Haven Apartments. He has had severe allergic reactions to pets in the hallways and was requesting the commission enforce the Pet Policy agreement and not let pets roam or run free outside of the Residents unit. The commission discussed the issue immediately and decided that the ED would send out notices to all pet owners and remind them to keep their pets in the units unless they are entering or exiting the building. At that time they should be on a leash or in a kennel.

A motion was made by Commissioner Smith to approve the October 22, 2013 meeting minutes. Support was made by Commissioner Johnson.  
Ayes: Johnson, Shea, Smith  
No: 0  
Motion passed.

A motion was made by Commissioner Smith to approve the November 2013 accounts payable. Support was made by Commissioner Johnson.  
Ayes: Johnson, Shea, Smith  
No: 0  
Motion passed

A motion was made by Commissioner Johnson to approve the November 20, 2013 agenda. Support was made by Commissioner Smith.  
Ayes: Johnson, Shea, Smith  
No: 0  
Motion passed.

**Old Business:**

Submission of payment request for Developer Fee from MSHDA is still pending. We have all the documents submitted to MSHDA that was requested by Steve Kantola for the final development audit closing.

ROSS Grant. (No updates at this time)

HUD's remote review is still ongoing. No other information was requested recently.

The 2012 Audit report was reviewed and handed out to all the Commissioners.

**New Business:**

The Community Action Agency installed 40 new refrigerators at Lakeview Manor through a grant they received. The total cost of the refrigerators was \$24,000 and we have sent a letter of thanks to the Community Action Agency.

A discussion of the upcoming 2014 budget was held with the following issues being addressed: the new employee 80/20 compliance issue that goes with PA152. The Director brought up several facts for consideration when making the final budget approval decision in December 2013. All HHC Staff were in attendance and 3 employees claimed they could not afford the 20% contribution and would have to deny health coverage. Additional fact sheets were handed out to the commission.

The commission will discuss possibly changing the monthly commission meeting time at the next meeting.

**Maintenance Report:**

All outdoor preparations are completed for the winter season to come. We now have 41 units that are smoke free at Lakeview Manor and Annex.

**Directors Report:**

Section 8 Rental Assistance program has 32 vouchers issued and we currently are at 1 vacancy at Lakeview Manor/Annex.

Thanksgiving dinner for Residents will be on 11/22 at 4:00 pm.

The office will be closed on 11/28 & 11/29 for the thanksgiving holiday.

Next meeting is scheduled for December 18, 2013 @ 4:30 pm

Commissioner Smith made a motion to adjourn the meeting at 5:55 pm. The motion was supported by Commissioner Shea.

Ayes: Johnson, Shea, Smith

No: 0

Meeting adjourned.

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Secretary – Gail Ross

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2<sup>nd</sup> Vice President – Dennis Shea