

April 9, 2024

The Regular Meeting of the Housing Authority of the Town of Springfield was held at the Westview Terrace Community Room at 8:05 A.M.

Roll Call: Present were Mr. Peter Andrews, Ms. Jessica Martin, and Ms. Mimi Yahn

Staff: Laura Ryan

Guests: Jeff Mobus

Old Business:

(A) Minutes: The minutes from the March 12, 2024 meeting were approved.

(B) Financial Report: The financial report will be distributed by email.

(C) Woolson Block: Laura reviewed HUD regulations around SRO units and has forwarded them to Mike Kemp and the team leading the YIT program. It is very clear that the rooms are for a single individual only. This was something debated by the team previously – around consideration of couples and/or parenting youth.

(D) Capital Projects –

a. Huber Ventilation Project

i. Wrapping up the punch list items & completing grant requirements. Laura has requested additional funding and is waiting for response from the state.

b. Whitcomb Stormwater / Roof

i. The bids came back well over budget. The low bidder was \$311k. We may need to use funds from reserves to cover some of the project.

ii. Stormwater project: Jeff Mobus explained that the town is waiting for a decision from a second homeowner regarding an easement for the pond. There is a third possible location, if this one does not work out.

(E) Development Updates

a. Executive Session – 8:39am to 8:52am – Jessica Martin moved that we enter executive session to discuss real estate, the motion was seconded by Mimi Yahn. All were in favor. 8:52 am Jessica Martin moved to exit executive session, the motion was seconded by Mimi Yahn, all were in favor.

b. Summit Ave. – Project moving forward. We will need a couple layers of block around slab for house installation. Slab & driveway are in.

c. 31 Pearl Street – We are still waiting on revised quotes for the foundation. Project is on hold due to costs.

d. South Street – USDA RD contacted us for further information, which was provided. Additionally, an offer of \$25k in capital projects at the Maples was made for release of the vacant lot.

e. Southridge – Laura has reached out to Terrigenous, a landscape architect to work on drawings for the proposed project.

- f. House in need of repair on Summit Ave. – Laura has reached out to the homeowner several times, offering assistance. There is concern for blight. Laura was directed to get legal advice about the issue.

(F) Other Business –

- a. Tenant Receivables. Stable at this time.

(E) New Business:

1) Request for Donations –

- (a) Gallery at the Vault: Jessica Martin moved that donate \$100, the motion was seconded by Mimi Yahn. All were in favor.  
(b) Apple Blossom / Springfield Hospital: Jessica Martin moved that donate \$250, the motion was seconded by Mimi Yahn. All were in favor.

2) Other Business:

- (i) Jessican Martin wanted note that the lobby at the Huber Building had recently been repainted and resident photography installed. She thanks the staff & residents involved with the project.  
(ii) There was a staff request around continuation of participation in the group health care after the age of Medicare eligibility. Peter Andrews was able to answer the question – that for employers under 20 employees, Medicare enrollment would be mandatory and Medicare would be the primary insurance provider. It would be beneficial to the employees that they take advantage of the buyout option.

(F) Adjournment: The meeting adjourned at 8:53 A.M. The next meeting will be held May 14, 2024 at the Westview Office.

Respectfully submitted,



Laura Ryan  
Secretary to the Board &  
Executive Director



Peter Andrews  
Chairman  
Springfield Housing Authority