



MELVINDALE HOUSING COMMISSION

Regular Board Meeting July 20, 2020

A regular meeting of the Melvindale Housing Commission Board was held on July 20, 2020 at 3:00 p.m. the community room of Coogan Terrace.

Board Chair C. Sue Herman called the meeting to order at 3:00 p.m.

ROLL CALL: Ansley, Hector Cotto, Decaire and C. Sue Herman were present

Commissioner *Decaire* moved to excuse the absence of Carmen Cotto; Commissioner Ansley seconded – Motion approved unanimously.

Also present: Staff – Cynthia C. Telfer, Executive Director; Elizabeth Dionisi, Financial Assistant; and Allison Walker, Resource Coordinator

I. Approval of Agenda

Board Chair Herman requested approval to add Resolution 2020-06 (Service Animal Policy) to the agenda.

Ansley moved to approve the agenda with the additional resolution; Decaire seconded.

Motion approved 4– 0 (Ansley, Decaire, H. Cotto, and Herman)

II. Approval of Minutes

June 15, 2020 Regular Meeting minutes

H Cotto moved to approve the board minutes from June 15, 2020. Decaire seconded. Motion approved 4– 0 (Ansley, Decaire, H. Cotto, and Herman)

III. New Business

Resolution 2020-05 To Approve Updated Tenant Charge List

Decaire moved to approve; Ansley seconded. Telfer reviewed provided a brief overview of the changes.

Motion approved 4 – 0 (Ansley, H. Cotto, DeCaire and Herman)

Resolution 2020-06 To Adopt Service/Therapy/Emotional Support Animal Policy

Decaire moved to approve; Ansley seconded. Telfer explained the need to adopt a policy for Service/Therapy/Emotional Support animals as a reasonable accommodation for persons with disabilities. A brief overview of the policy was provided and discussion ensued.

Motion approved 4 – 0 (Ansley, H. Cotto, DeCaire and Herman)

IV. Commission Reports

Staff reviewed reports – Board accepted and noted they would be placed on file.

V. Communication

- a. Coogan Terrace Newsletter
- b. MERS Annual Actuarial Valuation Report – December 31, 2019

VI. Public Commentary

The public commentary centered on move-ins, the allotted time for move ins and resident / guest behavior in general. Discussion between residents, staff and Board members during public commentary is not recorded in detail in these minutes per Board and legal counsel directive.

- Katie Franklin #119 – I love my apartment but the way “they” are moving people in at 10:00 p.m. (and the people were drunk) is a problem.
- Annette Taylor #117 – Please don’t take away weekend move-ins; most help for move-ins work during the weekdays.
- Juanita McMullen #221- People be pulling six foot trucks up under the front canopy to move in. Some people threw out mattresses in the big dumpster (out back) – is that permitted?
- Allison Walker (employee) – weekend move in should be allowable, but set a time frame (between this time and that time).

VII. Announcements by Commissioner’s

- **Ansley** –No announcements
- **H. Cotto** – No announcements
- **Decaire** – Thank you for wearing masks. Stay safe.
- **Herman** – Thank you to the staff and all the hard work they have done; thank you to residents for tolerating the renovation work – we know it has been disruptive.

VIII. Adjournment

Decaire motioned; *H. Cotto* seconded to adjourn at 4:30 p.m.

Motion passed unanimously.



C. Sue Herman, Chair



Cynthia C. Telfer, Executive Director