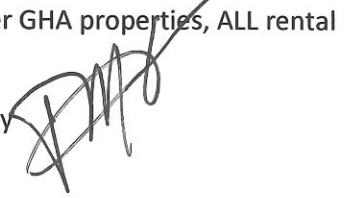




Equal Housing Opportunity

1 Elm Terrace
Greenfield, MA 01301
413-774-2932 (P) 413-772-0616 (F)

TO: ALL Resident of Elm Terrace, Oak Courts, the Winslow Building, other GHA properties, ALL rental Voucher Holders, Landlords and Property Managers

FROM: Thomas M. Guerino, Executive Director Greenfield Housing Authority 

RE: GHA Office Hour Changes and Expanded Workday Public Availability

DATE: June 22, 2021

GOOD NEWS!!!

As you all know, the GHA offices have been closed to the public from 12:00 – 1:00 every day for a very long time. This has been problematic for residents, tenants and others who may only have a lunch hour to get to the GHA offices for any business they may need to conduct and for those whose workday ends after the GHA office has closed. Even in this electronic age of email, text, and on-line forms there is still a frequent need for people to interact one-on-one to do business and make inquiries. The GHA staff hears your concerns and will be making some changes to hours of operation. **Effective TUESDAY JULY 6th, 2021, GHA will be open during the lunch period** in order that you may have better access to our knowledgeable and dedicated staff. We have recently undertaken renovations and have added a new conference room to meet with staff one-on-one without any COVID 19 or other health related concern. This new room will be the new public entrance for all needing to obtain materials or have a meeting with a staff member. It is located on the far-left hand side (North) of the office building with a new handicapped accessible walkway and electronic door opener.

The drop-box will still be available for those who wish to drop off documents, rent, etc. and do not need to meet with staff in person.

GHA is also changing the overall hours of operation at the business office. Again, effective July 6th, 2021, the offices **hours are 8:00 A.M to 4:00 P.M and WILL BE OPEN from 12:00 to 1:00** as noted above. As expressed in a recent bulletin to residents, appointments are preferred but not required.