

GHA Board of Commissioners

Regular Meeting

August 27, 2024, at 4:30 PM

Greenfield Housing Authority – Remote Zoom Meeting

The Greenfield Housing Authority Board of Commissioners conducted the Regular Meeting of the Authority on Tuesday, August 27, 2024, via Remote Zoom Meeting.

CALL TO ORDER

Vice-Chair, Trish Leonard, called the meeting to order at 4:30 p.m.

Commissioners Present: Susan Worgaftik, Trish Leonard, Randi Parks, John Mackin

Commissioners Absent: William Mason

Staff Present: Jack Redman, Ann Borkowski, Jodi Clough, Andi Guy, Mark Courtemanche

Others Present: Stephanie Duclos

1. ACTIONS

Minutes of the 7-25-24 Regular Board Meeting: Commissioner Worgaftik moved and Commissioner Mackin seconded the motion to approve the minutes of the July 25, 2024, Regular Board meeting.

24-68 Voted 4 in favor; 0 opposed.

Quarterly Operating Statements – Acceptance & Authorization to Submit – 6/30/2024:

Commissioner Leonard moved and Commissioner Worgaftik seconded a motion to accept the Quarterly Operating Statements for the Quarter Ending 6-30-24 and submit them to the Executive Office of Housing and Livable Communities (EOHLC).

24-69 Voted 4 in favor; 0 opposed

Monthly Financials – June 2024: Commissioner Worgaftik moved and Commissioner Leonard seconded a motion to approve the monthly financials for the month of June 2024.

24-70 Voted 4 in favor; 0 opposed.

Monthly Financials – July 2024: Commissioner Parks moved and Commissioner Leonard seconded a motion to approve the monthly financials for the month of July 2024.

24-71 Voted 4 in favor; 0 opposed.

Payment Summary – June 2024 & July 2024: Commissioner Leonard moved and Commissioner Parks seconded a motion to accept the Payment Summaries for the months of June 2024 and July 2024.

Discussion: Finance Director, Jodi Clough, clarified the Solar Credits payment to Virgilio Solar and the GHA Fitness Reimbursement.

24-72 Voted 4 in favor; 0 opposed.

Low Bid Acceptance and Contract Execution for Executive Office of Housing and Livable Communities Project # 113125 – Elm Terrace Sidewalk Drainage: Commissioner Mackin moved and Commissioner Parks seconded a motion to accept the low bid and execute the contract for the Executive Office of Housing and Livable Communities Project #113125, Elm Terrace Sidewalk Drainage, to Taylor Davis Landscape and Construction in the amount of \$50,620.

24-73 Voted 4 in favor; 0 opposed

Authorize Changes to Banking Signatories: Commissioner Leonard moved and Commissioner Mackin seconded a motion to authorize changes to the Banking Signatories for the Greenfield Housing Authority's accounts at the Greenfield Savings Bank (GSB). Executive Director, Jack Redman, and Commissioners Patrice Leonard and Susan Worgaftik will be the banking signatories for the GHA bank accounts. The Board has approved the removal of the following signers from the GSB accounts: Thomas Guerino, Robert Hawkins, William Mason, John Mackin and Randi Parks.

24-74 Voted 4 in favor; 0 opposed

2. New Business

3. Executive Director's Report:

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Monthly Staff Report – July 2024: Commissioner Worgaftik moved and Commissioner Leonard seconded a motion to accept the monthly Staff Report for the month of July 2024.
Discussion: The MRVP Lease-Up percentage rates were discussed as GHA has made a change in the number of MRVP units by decreasing the number of units by 35 with the rationale that there are landlords who are no longer participating in the program. The HCV Lease-Up percentage rates would be discussed under the HUD SEMAP agenda item.

24-75 Voted 4 in favor; 0 opposed

4. Board Committee Reports - None

5. Correspondence/Communication

HUD Correspondence Regarding FY24 Section 8 Management Assessment Program (SEMAP) Deficiency: Executive Director, Jack Redman, stated that he is in the process of reaching out to HUD with the Corrective Action plan that GHA will undertake to address the deficiency rating of 0 that GHA received for Indicator 13 as a result of a lease-up rating less than 96%. The GHA fell short with a rating of 94%. Some of the actions taken in FY23 were:

- Pulled 250 applicants from the waiting list
- Issued 50 vouchers of which 34 were leased up
- Granted all voucher holders searching at least one extension
- Established payment standard at the maximum allowed (110%)

- Host a semi-annual landlord informational session to build inventory for participants searching.
- Increase communications with participants searching to weekly during their extension period
- Pull a minimum of 100 applicants quarterly

6. Resident Update:

7. Public Comment:

A member of the public body, Stephanie Duclos, stated that she would like to have a conversation with Executive Director, Jack Redman, regarding the HUD SEMAP deficiency. Mr. Redman's email address was provided in the Zoom Chat and Ms. Duclos will reach out to him.

8. ADJOURNMENT: Commissioner Leonard moved and Commissioner Worgaftik seconded a motion to adjourn the meeting at 5:19 pm.

Respectfully Submitted,



Jack Redman
Executive Director