

**GHA Board of Commissioners
Regular Meeting**

June 22, 2018 at 1:00 PM

Greenfield Housing Authority – 1 Elm Terrace – Greenfield, MA 01301

The Greenfield Housing Authority Board of Commissioners conducted the Regular Meeting of the Authority on Friday, June 22, 2018 at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

1. CALL TO ORDER

Commissioner Mason called the meeting to order at 1:00 p.m.

Commissioners Present: Trish Leonard, William Mason, Robert Hawkins, Rich Fahey and Randi Parks

Staff Present: Jodi Clough, Andi Guy, Dan Finn,

Others Present: None

2. ACTIONS

Minutes: Commissioner Hawkins motioned and Commissioner Fahey seconded a motion to accept the minutes of the May 22, 2018 Regular meeting.

18-26 Voted 4 in favor; 0 opposed

Executive Director's Report: Commissioner Fahey motioned and Commissioner Mason seconded a motion to accept the Executive Director's Report for the month of May 2018.

18-27 Voted 5 in favor; 0 opposed

Monthly Financials: Commissioner Leonard motioned and Commissioner Hawkins seconded a motion to approve the May 2018 financial statements.

18-28 Voted 5 in favor; 0 opposed

Greenfield Housing Authority – Agency Debit Card: Commissioner Fahey motioned and Commissioner Hawkins seconded a motion to authorize the acquisition of an agency Debit Card.

18-29 Voted 5 in favor; 0 opposed

Tenant Accounts Receivable (TAR) Write-Offs: Commissioner Fahey motioned and Commissioner Hawkins seconded a motion to approve the Tenant Accounts Receivable Write-Offs in the amount of \$3,145.54.

18-30 Voted 5 in favor; 0 opposed

DHCD Project # 113068 – 279 Elm Street Foundation Repair/Heating Upgrade

Contract Award: Commissioner Leonard motioned and Commissioner Parks seconded a motion to award the DHCD Project #113068 - 279 Elm Street Foundation Repair/Heating Upgrade_contract to Larochelle Construction, Inc. of South Hadley in the amount of \$185,000 contingent on the approval of DHCD.

18-31 Voted 5 in favor; 0 opposed

Executive Director Travel Approval: Commissioner Leonard motioned and Commissioner Fahey seconded a motion to approve Executive Director, Dan Finn, to attend a National NAHRO Conference in San Francisco, CA. The Conference runs from 7/27 – 7/29 and the approximate cost is \$3220.

18-32 Voted 3 in favor; 1 abstension

New GHA Logo: Commissioner Hawkins motioned and Commissioner Leonard seconded a motion to replace the existing logo, the Town of Greenfield Seal, with a newly designed Greenfield Housing Authority logo.

18-33 Voted 5 in favor; 0 opposed

3. OTHER BUSINESS

Payment Summary for May 2018

Provided for information.

4. NEW BUSINESS

Just Roots

Dan Finn and Jodi Clough shared a packet of information that they had received after meeting with some folks from Just Roots. They are interested in attending an upcoming Board meeting to discuss the possibilities of GHA entering into a 3-year commitment with the program. The Board will look over the information to get a sense of what the program is about.

5. EXECUTIVE SESSION-Approval of Minutes

Commissioner Mason stated the purpose to enter into Executive Session and stated that the meeting would reconvene in Open Session. Commissioner Fahey motioned and Commissioner Parks seconded a motion for a roll call vote to enter into Executive Session at 2:10 p.m. Roll call vote is as follows:

Voted in favor: Commissioners Hawkins, Fahey, Leonard, Parks and Mason.

Opposed: None

Commissioner Fahey motioned and Commissioner Hawkins motioned to reconvene in Open Session at 2:12 p.m.

Voted in favor: Commissioners Hawkins, Fahey, Leonard, Parks and Mason.

Opposed: None

6. **ADJOURNMENT**: Commissioner Leonard motioned and Commissioner Parks seconded a motion to adjourn the meeting at 2:13 p.m.

The next Regular meeting of the GHA Board of Commissioners is scheduled for August 24, 2018 at 1:00 p.m. at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

Respectfully Submitted,

Daniel W. Finn, Secretary ex officio