

GHA Board of Commissioners

Regular Meeting

May 17, 2019 at 1:15 PM

Greenfield Housing Authority – Elm Terrace Conference Room – Greenfield, MA 01301

The Greenfield Housing Authority Board of Commissioners conducted the Regular Meeting of the Authority on Friday, May 17, 2019 at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

1. CALL TO ORDER

Commissioner Mason called the meeting to order at 1:17 p.m.

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

Commissioners Absent: Jean Wall

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

Others Present: FEE Accountant, Gary DePace

2. ACTIONS

Minutes: Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the minutes of the March 29, 2019 Regular Board meeting.

19-18 Voted 3 in favor; 0 opposed

Executive Director's Report: Commissioner Leonard motioned and Commissioner Parks seconded a motion to accept the Executive Director's Report for the month of April 2019.

19-19 Voted 4 in favor; 0 opposed

Monthly/Quarterly/Year End Financials: Commissioner Hawkins motioned and Commissioner Leonard seconded a motion to approve the Monthly, Quarterly and Year End 2019 financial statements.

19-20 Voted 4 in favor; 0 opposed

Change Order #1 – DHCD Project #113038: Commissioner Parks motioned and Commissioner Leonard seconded a motion to approve Change Order #1 for DHCD Project #113068, 279 Elm Street Foundation Repair in the amount of \$7,079.61

19-21 Voted 4 in favor; 0 opposed

3. **NEW BUSINESS**

Maintenance F350 Dump Truck Acquisition: Commissioner Hawkins motioned and Commissioner Leonard seconded a motion to approve the funding of the F350 Dump Truck in the amount of \$47,536.43. This amount was approximately \$5,000 more than it was budgeted for in the FY20 budget due to changes in the specifications.

19-22 Voted 4 in favor: 0 opposed

4. **OTHER BUSINESS**

Payment Summaries for March and April 2019

Provided for information.

Voucher Management Systems (VMS) Validation Review

The Commissioners were informed of the recent Housing Choice Voucher (HVC) VMS review and discussed the results of the review. No action required.

Grace Hill Training

The Commissioners discussed the Grace Hill trainings compliance issue with Jodi Clough, GHA's Human Resource staff person. The Personnel Committee will be addressing this at a future date.

5. **ADJOURNMENT:** Commissioner Hawkins motioned and Commissioner Leonard seconded a motion to adjourn the meeting at 2:55 p.m.

The next Regular meeting of the GHA Board of Commissioners for the month of June will be released when an agreed upon date has been established.

Respectfully Submitted,

Daniel W. Finn, Secretary ex officio