The Greenfield Housing Authority Board of Commissioners conducted the Regular Meeting of the Authority on Tuesday, May 2, 2023, via remote Zoom Meeting.

**CALL TO ORDER**
Commissioner Hawkins called the meeting to order at 4:30 p.m.
Commissioners Present: Robert Hawkins, Randi Parks, Trish Leonard, John Mackin, William Mason
Commissioners Absent: None
Staff Present: Thomas Guerino, Jodi Clough, Mark Courtemanche, Ann Borkowski
Others Present: Gary DePace (FEE Accountant)

1. **ACTIONS**

   **Minutes of the 3-21-23 Regular Board Meeting:** Commissioner Parks motioned and Commissioner Leonard seconded a motion to approve the minutes of the March 21, 2023, Regular Board meeting.

   23-32 Voted 3 in favor; 0 opposed; 2 abstained.
   No discussion.

   **Monthly Financials-March 2023:** Commissioner Leonard motioned and Commissioner Mackin seconded a motion to approve the financial statements for the month of March 2023.

   23-33 Voted 5 in favor; 0 opposed.
   No discussion.

   **3/31/23 Year-End Financials - 400 Program:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the Year-End Financials for the 400 Program.

   23-34 Voted 5 in favor; 0 opposed.
   No discussion.

   **3/31/23 Year-End Financials - 689 Program:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the Year-End Financials for the 689 Program.

   23-35 Voted 5 in favor; 0 opposed.
   No discussion.
3/31/23 Year-End Financials - MRVP Program: Commissioner Mackin motioned and Commissioner Leonard seconded a motion to approve the Year-End Financials for the MRVP Program.

23-36 Voted 5 in favor; 0 opposed.
No discussion.

Certification of the Top 5 Compensated Staff: Commissioner Leonard motioned and Commissioner Parks seconded a motion to certify to the Top 5 Compensated Staff at Greenfield Housing Authority.

23-37 Voted 5 in favor; 0 opposed.

Monthly Staff Report for March 2023: Commissioner Leonard motioned and Commissioner Mackin seconded a motion to approve the Monthly Staff Report for March 2023.

23-38 Voted 5 in favor; 0 opposed.
No discussion.

Payment Summary for March 2023: Commissioner Mackin motioned and Commissioner Parks seconded a motion to approve the Payment Summary for the month of March 2023.

23-39 Voted 5 in favor; 0 opposed.
No discussion.

DHCD Wage Match Acknowledgement: Commissioner Leonard motioned and Commissioner Mason seconded a motion to certify that all Wage Match authorized GHA employees have read the Wage Match regulations and agreed, in writing, to adhere to them.

23-40 Voted 5 in favor; 0 opposed.
No discussion.

Change Order #2 – DHCD Project #113110 – ET Roof Replacement (2/3 & 20/21): Commissioner Mackin motioned and Commissioner Parks seconded a motion to approve Change Order #2 for the DHCD Project #113110, in the amount of $726. Change Order #2 represents the replacement sheathing necessary for the roofing project.

23-41 Voted 5 in favor; 0 opposed.
No discussion.

Certificate of Substantial Completion for DHCD Project #113110-ET Roof Replacement (2/3 & 20/21): Commissioner Mason motioned and Commissioner Leonard seconded a motion to approve the Certificate of Substantial Completion for the DHCD Project #113110 Elm Terrace Roof Replacement at Buildings 2/3 and 20/21. The project was substantially complete on the 5th day of April 2023.
Voted 5 in favor; 0 opposed.
No discussion.

Certificate of Final Completion for DHCD Project #113110 - ET- Roof Replacement (2/3 & 20/21):
Commissioner Mason motioned and Commissioner Leonard seconded a motion to approve the
Certificate of Final Completion for the DHCD Project #113110 Elm Terrace Roof Replacement at
Buildings 2/3 and 20/21. The final completion cost is $44,257.70.

Voted 5 in favor; 0 opposed.

2. Reports and Updates

Tenant Concerns:
Randi Parks reported that there were no items to report that needed to be brought to the Board.

3. ADJOURNMENT: Commissioner Mackin motioned and Commissioner Parks seconded a motion to
adjourn the meeting at 5:02 pm.

Respectfully Submitted,

[Signature]

Thomas M. Guerino,
Executive Director