

**GHA Board of Commissioners  
Regular Meeting  
May 26, 2020 at 4:30 PM**

Greenfield Housing Authority – Remote Zoom Meeting – Greenfield, MA 01301

The Greenfield Housing Authority Board of Commissioners conducted the Regular Meeting of the Authority on Tuesday, May 26, 2020 via Zoom Remote, Greenfield.

**CALL TO ORDER**

Commissioner Hawkins called the meeting to order at 4:30 p.m.

Commissioners Present: Robert Hawkins, Randi Parks, William Mason

Commissioners Absent: Trish Leonard

Staff Present: Hank Abrashkin, Jon Hite, Andi Guy, Jodi Clough, Ann Borkowski, Gary Nault

Others Present:

**1. ACTIONS**

**Minutes:** Chairman Hawkins requested that the approval of the 5-8-20 minutes be tabled until the three necessary Commissioners were present to approve them.

**Monthly Staff Report:** Commissioner Mason motioned and Commissioner Parks seconded a motion to approve the Monthly Staff Report for April 2020.

20-45 Voted 3 in favor; 0 opposed

No discussion.

**Monthly Financials – April 2020:** Commissioner Parks motioned and Commissioner Mason seconded a motion to approve the monthly staff report for April 2020.

20-46 Voted 3 in favor; 0 opposed

No discussion.

**Payment Summary – April 2020:** Commissioner Parks motioned and Commissioner Mason seconded a motion to approve the Payment Summary for the month of April 2020.

20-47 Voted 3 in favor; 0 opposed

There was a discussion about the solar net metering revenue.

**Tenant Accounts Receivable (TAR) Write-Off:** Commissioner Parks motioned and Commissioner Mason seconded a motion to approve the Tenant Accounts Receivable write-offs for the 4<sup>th</sup> quarter in the amount of \$537.

20-48 Voted 3 in favor; 0 opposed

No discussion

**Contract for Financial Assistance (CFA) Amendment #9:** Commissioner Mason motioned and Commissioner Parks seconded a motion to approve Amendment #9 of the Contract for Financial Assistance in the amount of \$383,067. GHA received an additional \$48,700 in FY20 for a Health and Safety Initiative.

20-49 Voted 3 in favor; 0 opposed

**Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws:** Commissioner Parks motioned and Commissioner Mason seconded a motion to certify that Greenfield Housing Authority is following all the proper procedures and notifications regarding the lead paint laws.

20-50 Voted 3 in favor; 0 opposed

No discussion.

**Appointment of New Records Access Officer:** Commissioner Parks motioned and Commissioner Mason seconded a motion to appoint Andrea Guy as the Records Access Officer (RAO) for the Greenfield Housing Authority. Former Executive Director, Dan Finn, had served as the RAO up until his retirement in April.

20-51 Voted 3 in favor; 0 opposed

**Update on SEMAP Report:** Executive Director Abrashkin provided information on the SEMAP report that Ann Borkowski, Director of Leased Housing, and Consultant, Jon Hite, have been working diligently on. The plan will be ready for Board approval and submission to HUD for 5-29-20.

## 2. **OLD BUSINESS**

## 3. **NEW BUSINESS**

**Winslow Building:** Executive Director Abrashkin outlined three items that he will be working on in terms of the operation of the Winslow Building.

- i. Structure of the Winslow Organization - Bill Breitbart and Tilman Lukas will be working with Hank Abrashkin to ascertain the organizational structure of the Winslow Building.
- ii. Lucky Nails Lease – Attorney Liebel is working with Hank Abrashkin to secure a new lease due to the change in ownership of Lucky Nails.
- iii. FCSO Program at Winslow Building – Hank has been working with the Sheriff's Office to firm up the logistics of the collaboration.

## 4. **OTHER BUSINESS**

## 5. **TENANT CONCERNS**

- i. Laundry Money – Commissioner Parks had requested information on what the funds generated by the coin-operated machines are used for. Several older documents were produced that gave some direction as to what the funds can be used for. The latest set of guidelines directs that some of the funds are reserved for replacement of laundry equipment

and items for the community room. When the Community Room reopens and the Tenant's Association meetings resume, this information will be conveyed to the residents.

6. **ADJOURNMENT**: Commissioner Mason motioned and Commissioner Parks seconded a motion to adjourn the meeting at 5:50 p.m.

The next Regular meeting of the GHA Board of Commissioners is tentatively scheduled for Tuesday, June 23, 2020 at 4:30 p.m. via a Zoom meeting.

Respectfully Submitted,

William H. Abrashkin,  
Executive Director