

**GHA Board of Commissioners
Regular Meeting
November 22, 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, November 22, 2019 at the Elm Terrace Conference Room located at 1 Elm Terrace, Greenfield.

ALL TO ORDER

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

Commissioners Present: Robert Hawkins, Randi Parks, Jean Wall

Commissioners Absent: William Mason, Trish Leonard

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

Others Present: None

1. ACTIONS

Minutes: Commissioner Wall motioned and Commissioner Parks seconded a motion to approve the minutes of the November 4, 2019 Special Board meeting.

19-60 Voted 3 in favor; 0 opposed

Executive Director's Report – October 2019: Commissioner Parks motioned and Commissioner Wall seconded a motion to approve the Executive Director's Report for the month of October 2019.

19-61 Voted 3 in favor; 0 opposed

Monthly Financials: Commissioner Wall motioned and Commissioner Parks seconded a motion to approve the October 2019 financial statements.

19-62 Voted 3 in favor; 0 opposed

Certificate of Final Completion – DHCD Project # 113090, Elm Terrace Roofs:

Commissioner Parks motioned and Commissioner Wall seconded a motion to accept the Certificate of Final Completion for DHCD #113090, Elm Terrace Roofs and approve the final payment of \$1,475 to Dicky Matos Roofing.

19-63 Voted 3 in favor; 0 opposed

Certificate of Final Completion – DHCD Project # 113068, 279 Elm Street Foundation

Repair: Commissioner Wall motioned and Commissioner Parks seconded a motion to

accept the Certificate of Final Completion for DHCD #113068, 279 Elm Street Foundation Repair and approve the final payment of \$6,798.98 to Laroche Construction Company.

19-64 Voted 3 in favor; 0 opposed

2020 Capital Improvement Plan: Commissioner Wall motioned and Commissioner Parks seconded a motion to accept the 2020 Capital Improvement Plan for Greenfield Housing Authority.

19-65 Voted 3 in favor; 0 opposed

Executive Director Search: Commissioner Wall motioned and Commissioner Parks seconded a motion to approve the GHA Board to conduct the search for the Executive Director as opposed to hiring a consultant for the search.

19-66 Voted 3 in favor; 0 opposed

2. NEW BUSINESS

3. OLD BUSINESS

Smoking Policy: Commissioner Parks motioned and Commissioner Wall seconded a motion to amend the Smoking Policy to include no smoking on all Greenfield Housing Authority property. This policy will need to be approved by DHCD after GHA has performed the necessary steps for implementation.

19-67 Voted 3 in favor; 0 opposed

4. OTHER BUSINESS

Payment Summary for October 2019

Provided for information

5. ADJOURNMENT: Commissioner Wall motioned and Commissioner Parks seconded a motion to adjourn the meeting at 2:29 p.m.

The next Special meeting of the GHA Board of Commissioners for the month of December has been tentatively scheduled for December 6, 2019 at 9:00 am at the Elm Terrace Conference Room.

Respectfully Submitted,

Daniel W. Finn, Secretary ex officio