

GHA Board of Commissioners

Regular Meeting

October 29, 2024, at 4:30 PM

Greenfield Housing Authority – Remote Zoom Meeting

The Greenfield Housing Authority Board of Commissioners conducted the Regular Meeting of the Authority on Tuesday, October 29, 2024, via Remote Zoom Meeting.

CALL TO ORDER

Chair, William Mason, called the meeting to order at 4:30 p.m.

Commissioners Present: William Mason, Susan Worgaftik, Trish Leonard, Randi Parks, John Mackin

Commissioners Absent: None

Staff Present: Jack Redman, Ann Borkowski, Jodi Clough, Andi Guy, Mark Courtemanche

Others Present: Russell Knapp & Crystal Morrow (Marcum LLP)

Chairperson Mason asked for the Board’s approval to move the presentation by the Auditors from Marcum LLP to the beginning of the meeting’s agenda.

Marcum FY3/31/24 Audit Presentation

Auditor, Russell Knapp, from Marcum LLP presented a basic overview of the FY 3/31/24 Audit. There were “No Exceptions” for all categories included in the audit.

1. ACTIONS

Minutes of the 9-26-24 Regular Board Meeting: Commissioner Worgaftik moved and Commissioner Mackin seconded the motion to approve the minutes of the September 26, 2024, Regular Board meeting.

24-87 Voted 5 in favor; 0 opposed.

Monthly Financials – September 2024: Commissioner Worgaftik moved and Commissioner Leonard seconded a motion to approve the monthly financials for the month of September 2024.

24-88 Voted 5 in favor; 0 opposed.

Quarterly Operating Statements – Acceptance & Authorization to Submit – 9/30/2024:

Commissioner Leonard moved and Commissioner Worgaftik seconded a motion to accept the Quarterly Operating Statements for the Quarter Ending 9-30-24 and submit them to the Executive Office of Housing and Livable Communities (EOHLC).

24-89 Voted 5 in favor; 0 opposed

Payment Summary – September 2024: Commissioner Leonard moved and Commissioner Parks seconded a motion to accept the Payment Summaries for the month of September 2024.

24-90 Voted 5 in favor; 0 opposed.

Change Order #1 for Executive Office of Housing and Livable Communities Project # 113125 – Elm Terrace Sidewalk Drainage: Commissioner Leonard moved and Commissioner Parks seconded a motion to approve Change Order #1 for the Executive Office of Housing and Livable Communities Project #113125, Elm Terrace Sidewalk Drainage in the amount of \$15,887.35

24-91 Voted 5 in favor; 0 opposed

Authorize Executive Director to Approve Certificates of Substantial Completion and Final Completion for Executive Office of Housing and Livable Communities Project # 113125 – Elm Terrace Sidewalk Drainage: Commissioner Leonard moved and Commissioner Parks seconded a motion to authorize Executive Director, Jack Redman, to approve the Certificates of Substantial and Final Completion for Project #113125. The Certificates of Substantial & Final Completion will be available for approval after the Change Order approval has been submitted. The final cost at completion for the project is \$66,513.35.

24-92 Voted 5 in favor; 0 opposed

Award the Contract for the Housing Choice Voucher Inspector: Commissioner Mackin moved and Commissioner Worgaftik seconded a motion to award the contract for the Housing Choice Voucher inspections to Patrick Kane of the Housing Authority Inspection Group. Patrick Kane submitted the most advantageous proposal for the HQS/NSPIRE inspection services.

24-93 Voted 5 in favor; 0 opposed

Executive Office of Housing and Livable Communities Subsidy Agreement for 7/1/2025 through 6/30/2029: Commissioner Leonard moved and Commissioner Parks seconded a motion to accept and execute the agreement to receive subsidies for the period July 1, 2025, through June 30, 2029. The current subsidy agreement is set to expire on 6/30/2025.

24-94 Voted 5 in favor; 0 opposed

Memorandum of Agreement between the Greenfield Housing Authority and the Salasin Project of the Western MA Training Consortium: Commissioner Worgaftik moved and Commissioner Mackin seconded a motion to approve the Memorandum of agreement between the GHA and the Salasin Project of the Western MA Training Consortium. The Agreement outlines the roles and responsibilities of both parties. The Salasin Project offers trauma informed, trauma responsive, individual and family advocacy.

24-95 Voted 5 in favor; 0 opposed

Renegotiation Of Executive Director Contract: Commissioner Leonard moved and Commissioner Worgaftik seconded a motion to approve a bonus to Executive Director, Jack

Redman, in the amount of \$8,474.42. The bonus will be awarded in lieu of increasing the Executive Director's salary. The Executive Office of Housing and Livable Communities determined that the GHA cannot provide a salary for the Executive Director above what was advertised, however a bonus could be provided as long as the funding source was non-state.

24-96 Voted 5 in favor; 0 opposed

2. New Business

3. Executive Director's Report:

Monthly Staff Report – September 2024

Residents – ETTA is in the process of dissolving and has a few pending votes/meeting

State Annual Plan Resident Meetings – In person meetings will be held on Friday, November 15th at Elm Terrace and Oak Courts

Staff – Agency met with representatives from Colonial Life to hear updates to benefit offerings

Community -Attended a Housing Greenfield Meeting on 10/7 and introduced some upcoming plans that GHA is focusing on such as the Conway Street Development

Capital/Procurement Updates - A LEAN Application was submitted for Oak Courts as we have a \$1.4 million project for boiler replacement. EOHLC has asked GHA to attempt to obtain funding from LEAN first.

Mass Housing Partnership – Jack met with the group on 10/18 and viewed the Conway Street potential development.

Upcoming Dates- 11/26 – State Annual Plan Public Hearing at 4:00 pm, 12/17 – Federal 5-Year Plan at 4:00 pm.

4. Board Committee Reports - None

5. Correspondence/Communication - None

6. Resident Update:

7. Public Comment:

8. ADJOURNMENT: Commissioner Leonard moved and Commissioner Worgaftik seconded a motion to adjourn the meeting at 5:32 pm.

Respectfully Submitted,


Jack Redman
Executive Director