

APPROVED ADDENDUM TO APPROVED MINUTES OF MARCH 26, 2020

MINUTES OF BOARD MEETING

GREAT BARRINGTON HOUSING AUTHORITY BOARD MEETING

March 26, 2020 3:00 PM

Telephone remote participation per Governor Baker's March 12, 2020 Order Suspending Provisions of the Open Meeting Law

CALL TO ORDER

Chairman Mercer called the meeting to order at 3:01 p.m. In attendance by telephone, board of commissioners: Mercer, Sinico, Mooney, Becker, and Ryan

Executive Director Danzy, Assistant to the Executive Director Meagher

Local Tenant Organization President, Marlene Koloski

Public: Jane Green and Berkshire Record reporter.

EXECUTIVE DIRECTORS REPORT ON CORONAVIRUS (COVID19):

Executive Director Danzy reported the office has been proactive in keeping tenants informed about the virus. In February, before the virus was well known, the office sent fliers about the virus to all tenants. The information on the flier included how tenants could protect themselves with isolation and what to watch for with symptoms. When the concerns grew about the virus the office sent out another flier to the tenants, and families specifically, letting them know if they had loss of income we would work with them and that they could utilize the drop boxes to leave paperwork. Tenants were informed that the office is closed. The main office phone message was re-recorded with information for tenants and anyone seeking housing application information. Any messages left on the machine will be by forwarded to the office email address. All properties are being sanitized each day which includes weekends. All common areas including the elevator, laundry room, mail rooms are sanitized every day. The primary focus is sanitizing and for maintenance staff to do emergency work orders only, not only for their safety but for the safety of the tenants. Maintenance staff will continue to wear personal protective equipment when going into apartments. The office continues to order supplies for sanitation including masks, gloves, disinfectants and toilet paper. Meagher and Danzy will be working remotely from home during this crisis shutdown.

Chairman Mercer asked Executive Director Danzy if anyone at the properties has COVID19. Executive Director Danzy had no knowledge of anyone in quarantine for COVID19. She reported that the town of Great Barrington recommends anyone coming from out of state stay in quarantine for 14 days.

LTO REPORT:

LTO President Marlene Koloski didn't realize the properties were being sanitized on weekends. She believes people are trying to stay in their apartments. Some tenants are essential workers so there is some coming and going. Board member Becker asked if the tenants have other needs such as food that the board should discuss. Koloski reported that the senior population seems to be ok but she has been going to food pantries to deliver food to families. Chairman Mercer asked Koloski to let families know if they are in need of food or supplies to call the office or drop a note in the box to alert the staff.

BOARD SPEAK:

Having attended a workshop the morning of this board meeting and learning about Massachusetts COVID updates from the state, Mooney asked if Executive Director Danzy sent notices to tenants regarding zero insurance co-pays if they tested for COVID-19. Executive Director Danzy reported that she had yet to but will continue sending her weekly updates to tenants.

Becker asked about an update on the Code Red reminder for tenants. Executive Director Danzy reported that the tenant

information update forms have been coming back to the office for data entry but there are still 20 tenants who have not completed the form. That form has a section for tenants to opt on Code Red notifications. The 20 tenants were mailed a third notice for completing the form. Becker said she'd make herself available to assist in Code Red sign ups. Chairman Mercer has Code Red forms and will make them available to tenants.

Concerning the Executive Director's tenant evaluation form that was sent out and returned to the office, Chairman Mercer suggested that the board meet next week in a zoom or telephone conference to review and discuss the responses to the questionnaire.

CITIZEN SPEAK:

Marlene Koloski received information from tenants at Dewey Way in Sheffield that board member Jackie Sinico telephoned tenants about the Executive Director's evaluation questionnaire and asked them to rate Executive Director Danzy with a 1. The scale being (lowest to highest) 1, 2 or 3. Sinico acknowledged that she did contact [Dewey tenant] Linda Kot about a month ago to see if she had a code on her letter. Sinico said that was the extent of the conversation with Kot. Sinico denied asking Kot to put a 1 on all the questions on the form. Koloski replied that the information she received from tenants was as recent as two weeks ago. Koloski stated that evaluations are supposed to be fair regarding job performance. Sinico stated that with the coded envelopes there would be no anonymity and the evaluations would not be fair.

Chairman Mercer interjected into the conversation that this is the topic he would like the board to discuss at the next meeting. He explained that the coding was done so that data from the senior and family units at three properties could be useful to the board. Chairman Mercer noted that the tenant evaluations are sealed and the board would decide how to proceed with the evaluation process at its next meeting. He suggested that board members Becker and/or Ryan could open the envelopes and snip off the coding.

Referring back to the Koloski questioning of Sinico, Chairman Mercer said he hoped that Sinico was not intimidating tenants because that would be wrong. Sinico replied she was not intimidating tenants.

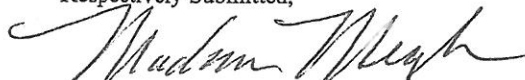
ADJOURNMENT: Mercer made a motion to adjourn was seconded by Ryan. Unanimous approval 5-0 3:24pm

Immediately following the adjournment, and for about the next three minutes, Mooney began discussing the February 18, 2020 board minutes while full GBHA board members were still listening and had not ended the phone call, ending the meeting. Assistant to the Director Meagher responded to the questions stating that a copy of the February draft minutes was on the bulletin board in the community room at Flag Rock for anyone to read. Mooney mentioned that the draft minutes were not on the town website and had not been distributed to members. Assistant to the Director Meagher informed the board that draft minutes of the February meeting twice had been emailed to the extremely busy Town Clerk for posting, but Meagher would again email her to post on the website so all board members can read them. Chairman Mercer suggested making copies the next time to which Meagher informed the board that presently the copy machine in the office is broken and that the office is shut due to COVID19 and she is working from home and not on the main office computer.

Documents reviewed: Agenda

NEXT MEETING: April 1, 2020: by phone conference 2:00 PM

Respectfully Submitted,



Madonna Meagher

Pursuant to MA General Laws Chapter 30A, Section 20 (e) (f), meetings of the Great Barrington Housing Authority are regularly recorded. Any member of the public wishing to speak at the meeting must receive permission of the Chair. Listed agenda items are those reasonably anticipated by the chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.