

GREAT BARRINGTON HOUSING AUTHORITY POLICY SUBCOMMITTEE  
In-person at Flag Rock Village Common Room 2 Bernard Gibbons Dr., Housatonic  
Thursday, July 6, 2023

I. CALL TO ORDER. Chairman John Grogan opened the meeting at 2:00pm with Board members John Grogan, Eileen Mooney and Phil Orenstein present.

Also present: Executive Director Tina Danzy and staff Madonna Meagher

II. POLICY - Policies, New and revised : Smoking, Gardening, Snow Removal, Rent Collection, others possible for discussion - Potential Board vote.

- a. Rent Collection – The Board discussed clarifications and revised the rent collection policy including the process/management of rent payment time extensions; nonsufficient fund fees; rent due reminders; and repayment agreements. T. Danzy stated that 7-day extensions for rent payment are generally granted, but it was agreed that extension requests are subject to the Executive Director’s approval. Rental reminders were discussed and clarified how notice is issued. It was also confirmed that T. Danzy cannot make payment arrangements/agreements in excess of \$500.

**J. Grogan made a motion to approve the Rental Collection Policy as edited; P. Orenstein seconded. J. Grogan asked for any discussion – E. Mooney asked about the removal of the policy regarding relocation/”downsizing” of tenant(s) living in family units and if it should be referred to in the current policy. It was clarified GBHA does not have smaller apartments and this provision is in the lease. Motion passed: 2-1 with yes votes from J. Grogan and P. Orenstein and a no vote from E. Mooney.**

- b. Snow Removal

The Board discussed challenges with moving vehicles and cleaning up after a snowfall and it was clarified what are tenant and maintenance staff responsibilities to ensure safe and quick clean up.

**J. Grogan made a motion to approve the Snow Removal Policy as edited; P. Orenstein seconded. J. Grogan asked for any discussion – there was none. All in favor: 3-0.**

- c. Gardening Policy

It was clarified this is only for Flag Rock. Jackie Sinico, tenant, suggested there be a registration process and tenants should be assigned the same plot year to year. It was agreed that is the intention unless there is higher demand and plot sizes need to be reduced. In addition, composting and use of the greenhouse were discussed.

**J. Grogan made a motion to approve the Gardening Policy as edited; P. Orenstein seconded. J. Grogan asked for any discussion – there was none. All in favor: 3-0.**

- d. The Board discussed the Smoking Policy and confirmed if a resident or guest smoke it must be outside in a designated smoking area at least 25-feet away from a door or window. The Board agreed to add to the policy: *except as provided herein, all forms of smoking are prohibited and smoking includes any substance.* It was also discussed that the Policy must give tenants the right to request to smoke, but it is unlikely to be approved E. Mooney had additional questions about the implementation of the policy and complaints and resolution.

**J. Grogan made a motion to approve the Smoking Policy; P. Orenstein seconded. J. Grogan asked for any discussion – E. Mooney stated all of her comments have not been addressed. Motion passed: 2-1 with yes votes from J. Grogan and P. Orenstein and a no vote from E. Mooney.**

III. POWER OPTIONS - Potential alternative electric provider with significant cost savings. Potential Board vote.

The board had a reasonably brief discussion with the representative from Power Options about current, actual cost savings, possible alternative options, ability to cancel, duration of agreement and the benefits of one vs two years.

**Phil Orenstein made a motion to approve an electric power purchase agreement for 1 year with Power Options; E. Mooney seconded. J. Grogan asked for any discussion – there was none. All in favor: 3-0.**

IV. CITIZEN SPEAK

a. Maureen Meier stated she is a candidate for the governor-appointed seat on the Board and that Town Manager Mark Pruhenski is aware. The Board expressed its support.

E. Mooney gave T. Danzy grievance complaint forms from the DHCD model grievance procedure to be posted on community bulletin boards in each facility in accordance with the GBHA's grievance bylaw.

V. BOARD COMMENTS – There were none.

VI. ADJOURNMENT – **J. Grogan made a motion to adjourn; P. Orenstein seconded. All in favor: 3-0.**

The meeting was adjourned by unanimous consent at 3:19pm.

Materials provided: proposed policies for Snow Removal, Smoking, Gardening (new), Rent Collection and a proposal from PowerOptions.

Respectfully submitted,

Stacy Ostrow