

APPROVED

MINUTES OF BOARD MEETING  
GREAT BARRINGTON HOUSING AUTHORITY BOARD MEETING

March 16, 2022 3:30 p.m.

Participation was done entirely by webinar. Remote participation per Governor Baker's March 12, 2020 Order Suspending Provisions of the Open Meeting Law

**I CALL TO ORDER**

Chairman Mercer called the meeting to order at 3:31 p.m. In attendance: Board of Commissioners: Chairman Jim Mercer, Mary Pat Akers, Eileen Mooney, Marie Ryan, Vice-Chair John Grogan  
Executive Director (ED) Tina Danzy, Assistant to the Executive Director Madonna Meagher,  
Fee Accountant Sue Honeycutt,  
Local Tenant Organization (LTO) Vice-President, Joe Merola, LTO President, Marlene Koloski  
Public: H. Bellow, N. Wile, J. Sinico, Lynn

Due to some agenda items listed regarding Housatonic Water Works, John Grogan agreed to run the meeting.

**II. CITIZEN SPEAK:**

Nan Wile thanked the office for the Personal Protective Equipment (PPE) that was distributed to tenants and for letting tenants know about the Community Health Program vaccination service at the Senior Center.

Ms. Wile recommended that the LTO create a welcome packet for new tenants as a form of outreach. Ms. Wile will have more information about Greenagers and getting raised beds for vegetable gardens.

**III EXECUTIVE DIRECTOR'S REPORT:**

**a) FINANCIALS: UPDATE:**

Executive Director Danzy stated that the Berkshire Bank balance is \$154,373.74. January 2022 financials along with warrant cover sheets were provided in the board packets.

Fee accountant Sue Honeycutt joined the webinar and responded to questions Grogan and Mooney had regarding the financial report, including contract costs, and non-routine expenses. Grogan voiced concern about the size of Admin. Other category as listed in the budget. Discussion ensued with Mooney concerned with budget preparations and the high cost of utilities. Honeycutt stated that the utilities are reimbursed by subsidies from DHCD.

**b) MAINTENANCE UPDATE:**

Flag Rock:

The Executive Director provided the board with a copy of Otis Elevator invoice of \$1600.00 to replace the elevator call button on the ground floor of Flag Rock. The damage was man-made. Executive Director Danzy stated she'd like to offer a concession to anyone who has knowledge of the incident leading to finding the person(s) responsible for the damage. Grogan made a motion to offer a concession of \$250 for information leading to the person responsible for the damage. Mooney seconded. Discussion ensued with Ryan suggesting a security camera.

No vote was taken and the board wanted the item to be on the next meeting agenda.

Brookside:

New siding was completed on all the buildings. Laundry Room upgrade will be forthcoming in the new fiscal year budget.

Dewey:

Emergency floor scheduling is underway.

Executive Director Danzy stated that spring cleaning is about to begin, with the ground so very soft, she reminded tenants to not drive on the grass at any property. Any tenants who do drive on the soft ground will be held responsible for the damage done to the property.

## APPROVED

### c) WAITLIST/VACANCY UPDATE:

Executive Director Danzy gave an update on the status of vacancies. Two units have active pulls.

### d) COVID-19 UPDATE:

Executive Director Danzy reported that tenants were notified that CHP would be providing a booster clinic at the Senior Center on 3/30/22.

### e) OTHER UPDATES:

Executive Director Danzy reported that DHCD attorney Sarah O'Leary will be on site to do a board training session on April 4th or 6th.

A job posting for a seasonal temporary worker will be going out soon, the job would be for 24 hours a week @ \$16.00 an hour.

Karen Lewis is back as GBHA resident services coordinator. Karen will be helping tenants with referrals.

Theresa Hathaway has started working as the office clerk and will be utilized for the CHAMP list.

Executive Director Danzy added a Council on Aging flier in the board packet. Senior rides are \$7.00 round trip.

Responding to Mooney's question, Executive Director Danzy reported she has not heard from GBHA attorneys regarding legal action in housing court.

## IV NEW BUSINESS:

Executive Director Danzy provided the board with harassment/anti-bullying samples to discuss at the next board meeting. Board member Ryan volunteered to combine the samples and draft a policy for the next meeting.

## V OLD BUSINESS:

### 1. Key Replacement

Board member Ryan suggested simplifying Mooney's draft for a key replacement policy.

Ryan made a motion for the policy to read: *"A tenant needing to replace a door key or mailbox key should notify the staff who shall arrange for a new lock to be installed as soon as possible and the tenant shall pay the cost"* Motion seconded by Mooney. **Roll Call Vote: Mooney, Aye; Mercer, aye; Grogan aye, Ryan, aye; Akers, aye motion passes 5-0**

### 2. Maintenance policy

Discussion ensued that editing is needed, draft policy table to the next board meeting.

Housatonic Water Works (HWW):

1. Notice to former tenants re: 1/9/22 HWW notice:
2. Request for tenant compensation for bottled water
3. Request for tenants seeking health care advice.

Vice-Chairman Grogan proceeded with the discussion that incorporated all three agenda items from Mooney. Grogan made a motion to compel the Executive Director to inform former tenants regarding the 1/9/22 HWW notice. Seconded by Mooney. Discussion ensued with Ryan not comfortable with the Grogan motion and stated that without facts, the board might create undue panic. Ryan stated she wanted facts regarding HWW water. Grogan stated he was concerned with liability. Executive Director Danzy stated that the notice stated that there was not an emergency with the drinking water. Akers mentioned that the town of Great Barrington had E.Coli in the drinking water [a short time ago] and that E. Coli is a third world killer. Grogan expressed shock by Akers reaction [to the HWW notice]. No vote was taken on the Motion.

The discussion continued with Grogan making another motion to ask the Executive Director to write to the Housatonic Water Works asking if tenants that purchased water or as directed, consulted with a health provider, does (HWW) have a plan to reimburse GBHA tenants. Mooney seconded the motion. Discussion ensued clarifying what was being asked of the Executive Director. **Roll Call Vote: Mooney, Aye; Grogan aye, Ryan, aye; Akers, aye motion passes 4-0**

APPROVED

**LTO REPORT: Not listed on the agenda but given a chance to report:**

LTO Vice-President Merola had concern for the content of board meeting minutes. Merola re-stated his former concerns of rent-recertifications letters to tenants in non-compliance from August 2021 (2/23/22 board meeting) and his concern with office staff not caring for tenants.

VI. **APPROVAL OF MINUTES FROM:** Board meeting, January 19, 2022; February 23, 2022 and March 3, 2022.

Ryan made a motion to approve the minutes from three meetings: 1/19/22, 2/23/22 & 3/3/22 seconded by Akers. **Roll Call Vote: Ryan, aye; Akers, aye, Mercer, aye, Grogan with the exception of 1/19/22 (he was not at that meeting) aye for 2/23/22 and 3/3/22, Mooney, nay; motion passes 4-1.**

**1/19/22 motion passes 3 aye, 1 nay, (Grogan absent: no vote)**

**2/23/22 motion passes 4-1**

**3/3/22 motion passes 4-1**

VII. **BOARD COMMENTS:**

Mooney wanted LTO President Marlene Koloski's letter to the board to be put on the April agenda. Mooney noted that two board approved directives to be put on the town website had not been completed.

VIII **ADJOURNMENT:** 5:02 p.m.

**Ryan made a motion to adjourn the meeting seconded by Akers. Roll Call Vote: Ryan, aye, Akers, aye, Mercer, aye; Grogan aye, Mooney, Aye; motion passes 5-0**

NEXT MEETING: April 13, 2022 @ 3:30 p.m.

Respectfully Submitted,

Madonna Meagher

Documents reviewed: Agenda, draft minutes 1/19/22; 2/23/22 & 3/3/22. January 2022 financial reports; Warrant cover pages for January 2022 payroll summary from Adirondack Payroll, Transportation flier from Senior Center COA, Resources for HA website, Mooney gmail sent to board during the meeting: *To be included in Wednesday's packet, Open Meeting Law complaint, LTO concerns, gbha formal complaint, items for Mary 16 agenda*

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.