

MINUTES OF BOARD MEETING
GREAT BARRINGTON HOUSING AUTHORITY BOARD MEETING

April 13, 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

Due to technical difficulties, Chairman Mercer called the meeting to order at 3:54 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: P. Orenstein, N. Wile, J. Sinico, Lynn Schubert, Ann. P,

II. CITIZEN SPEAK:

1. Nan Wile read a flier she had written for Brookside residents and Flag Rock families regarding a local agricultural group called Greenagers. The flier is asking for resident feedback for making tenant commitment to oversee raised garden beds.
2. Ms. Wile voiced concern over LTO Vice-President Joe Merola's belittling comments (unicorns and rainbows) in the March board meeting that responded to Ms. Wile's suggestion to have the LTO provide a welcome packet for new tenants. Ms. Wile stated it was her wish to have a modest, basic information packet.
3. Regarding the March board meeting, Ms. Wile responded to Mr. Merola's LTO comment about her (Ms. Wile) not attending any of the LTO only meetings. Ms. Wile stated she had not received any LTO meeting notices.

There were no other public comments.

III EXECUTIVE DIRECTOR'S REPORT:

a) FINANCIALS: UPDATE:

Executive Director Danzy stated that the Berkshire Bank balance is \$155,523.20. February 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, and the proposed budget. 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.

MAINTENANCE UPDATE:

Flag Rock, Brookside and Dewey Court

The Executive Director stated that spring clearing was scheduled for all sites. Gt. Barrington bulky waste notices were sent to all family units as well as a May 2022 hazardous waste disposal day.

The Creative Place Making construction at Flag Rock is on-going.

DHCD and MassNARHO are purging the CHAMP list of inactive applicants.

WAITLIST/VACANCY UPDATE:

Executive Director Danzy gave an update on the status of vacancies. Two units have pending lease-ups. 1 vacant

unit.

COVID-19 UPDATE:

The office has extra supplies of COVID masks and thermometers for anyone needing additional PPE. Testing and booster clinic has been scheduled for Dewey Court.

OTHER UPDATES:

A job posting for a seasonal temporary worker has been posted and the job would be for 24 hours a week @ \$16.00 an hour.

Executive Director Danzy also had a meeting with the LTO this past month regarding a more positive relationship moving forward. A possible cookout was discussed.

BUDGET PRESENTATION

Executive Director Danzy provided the board with an advanced copy of the proposed FY'23 GBHA budget which included a summary sheet. Lengthy discussion ensued with Mooney and Grogan concerned with: funding costs for moisture in units, the operating reserve, whether or not there are two budgets, increased amounts for water, shelter allowance increase, PILOT, employee salaries, and extraordinary maintenance.

Fee Accountant Honeycutt answered board member questions one at a time. Regarding moisture, Honeycutt stated that moisture is not in the operating budget, if additional money is needed for a major issue, a request will be sent to DHCD. Addressing the operating reserve, Honeycutt asked the board to review the bottom line on the budget of \$31,817 which included the \$20,000 being questioned by Grogan. Honeycutt explained that there is one GBHA budget that includes: elderly 667, family 705, and congregate disability unit 689. Honeycutt mentioned that the water increases are subsidized by the state and doesn't affect the GBHA budget. Shelter allowance increases are what is being charged right now due to rent rolls that change every month. PILOT payments are based on the town tax rates that change each year. Regarding staff salaries, Honeycutt stated that hourly persons get paid for their hours and a buffer is kept in the budget in case of overtime. Extraordinary maintenance has no funds to increase it in this budget and that is not necessarily a good thing.

Chairman Mercer reported that Grogan lost contact with the zoom meeting: 4:35 p.m.

Ryan made a motion to approve the FY '23 budget seconded by Akers. Roll call vote: Akers, aye; Ryan, Aye; Mooney, aye; Mercer, aye. Motion passes 4-0

IV NEW BUSINESS:

Executive Director Danzy sought board approval for

A. PROJECT #116074 VINYL SIDING REMOVE AND REPLACE:

- 1. CSC: substantial-completion. Ryan made a motion to approve the substantial-completion of the vinyl siding remove and replace project #116074 seconded by Akers. Roll call vote: Ryan, aye; Akers, aye; Mooney, aye; Mercer, aye. Motion passes 4-0**
- 2. CFC: final completion. Ryan made a motion to approve the final completion of the vinyl siding remove and replace project #116074 seconded by Akers. Roll call vote: Ryan, aye; Akers, aye; Mooney, aye; Mercer, aye. Motion passes 4-0**
- 3. Final Requisition: Ryan made a motion to approve the final requisition of vinyl siding remove and replace project #116074 seconded by Akers. Roll call vote: Ryan, aye; Akers, aye; Mooney, aye; Mercer, aye. Motion passes 4-0**

Grogan returns to the meeting via zoom at 4:48 p.m.

Executive Director Danzy sought board approval for Project #116077 Flag Rock Family Exhaust Fans project.

B. Project #116077 Bathroom Exhaust Fan Flag Rock Family

1. **Change order #2 in the amount of \$4697.28** Ryan made a motion to approve the Flag Rock family bathroom exhaust fan project change order #2 in the amount of \$4697.28 seconded by Mooney. Roll call vote: Ryan, aye; Akers, aye; Mooney, aye; Grogan, aye; Mercer, aye. Motion passes 5-0
2. **CSC: substantial completion.** Ryan made a motion to approve the substantial completion of the Flag Rock Family bathroom exhaust fan seconded by Akers. Roll call vote: Ryan, aye; Akers, aye; Mooney, aye; Grogan, aye; Mercer, aye. Motion passes 5-0
3. **CFC: final completion in the amount of \$22,871.28 for the Flag Rock family bathroom exhaust fan project**
Roll call vote: Ryan, aye; Akers, aye; Mooney, aye; Grogan, aye; Mercer, aye. Motion passes 5-0

Executive Director Danzy sought board approval for a Creative Place Making change order in the amount of \$3959.16

C. Project #116070 Creative Place Making.

Ryan made a motion to approve the \$3959.16 change order for the Creative Place Making project, seconded by Akers. Roll call vote: Ryan, aye; Akers, aye; Mooney, aye; Grogan, aye; Mercer, aye. Motion passes 5-0

V OLD BUSINESS:

Executive Director Danzy provided the board with Ryan's harassment/anti-bullying policy. Discussion ensued with Mooney providing suggestions to "tighten-up" the wording and grammar. After board discussion with board members in opposition to "tightening-up" the wording, **Grogan made a motion to approve the policy with only grammar changes. Seconded by Mooney. Roll Call Vote: Ryan, aye, Akers, aye, Mercer, aye; Grogan aye, Mooney, Aye; motion passes 5-0**

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

LTO President Koloski asked the board to address the LTO complaint on the board agenda from three months ago.

VI. APPROVAL OF MINUTES FROM: Board meeting, **Grogan made a motion to approve the minutes from the meeting: 3/16/22 seconded by Ryan.** Discussion ensued with Mooney wanting clarification of "paid" utilities and technical difficulties with zoom that had LTO President Koloski in attendance but not being able to speak. Additional discussion ensued. Without any changes made to the original motion: **Roll Call Vote: Ryan, aye; Akers, aye, Mercer, aye, Grogan, nay, Mooney, nay. Motion passes 3-2.**

VII. BOARD COMMENTS:

Mooney listed agenda items for the next meeting:

- Compensation for "at risk" tenants from Housatonic Water Works company
- LTO complaint that needs discussing
- Attorney report re: housing court
- Moisture Retention update in Flag Rock units
- Board training from DHCD

Grogan wanted clarification on the fee accountant statement "budget doesn't matter". Honeycutt responded that

APPROVED

budgets *do* matter but [GBHA] budget is prepared on DHCD guidelines. Mooney stated that the budget is the Executive Director's (fiscal responsibility) job. Honeycutt responded that the budget (working with the ED) is the fee accountant's job.

Chairman Mercer read a letter to Great Barrington town Manager, Mark Pruhenski that (Mercer) was resigning from the GBHA Board of Commissioners effective immediately.

Ryan reported that she had sent a letter to the State with her resignation from the GBHA Board of Commissioners effectively immediately.

Akers reported that she was resigning from the GBHA Board of Commissioners immediately.

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

Mercer 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: TBA

Respectfully Submitted,

Madonna Meagher

- **Regarding the approval of 4/13/22 board minutes, on August 26, 2022, Chairman Grogan emailed the following to M.Meagher: *"With Eileen's acquiescence the April GBHA minutes have been approved as they are currently posted"***

Documents reviewed: Agenda, draft minutes March 16, 2022, February 2022 financial reports; Warrant cover pages for February 2022 payroll summary from Adirondack Payroll, Mooney emails sent to board during the meeting: DHCD CHAMP notice #25 update, FISH project # 116074, #116077 and #116070. GBHA draft harassment policy,

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.