

APPROVED  
MINUTES OF BOARD MEETING  
GREAT BARRINGTON HOUSING AUTHORITY BOARD MEETING  
April 8, 2020 2:00 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 2:01 p.m. In attendance by telephone, board of commissioners: Mercer, Sinico, Mooney, Becker, and Ryan  
Executive Director Tina Danzy, Assistant to the Executive Director Madonna Meagher

Public: Joe Merola VP Local Tenants Organization, Susan Morris, Marlene Koloski LTO President, Selectman Ed Abrahams

EXECUTIVE DIRECTORS REPORT:

Executive Director Danzy reported another weekly letter had been sent out stressing the importance of social distancing. She again urged tenants to take the State guidelines seriously and self-isolate. The office will continue to reach out to tenants by phone to see if they need anything.

Regarding Lenox, Lee, Stockbridge, and Great Barrington sharing a Resident Services Coordinator (RSC), the \$50,000 shared grant will give the GBHA a minimum of 3 years, sharing a RSC for 7 ½ hrs a week to assist tenants in need.

Mooney questioned the Executive Director if the revenue for the HA was affected by the COVID-19 crisis. Executive Director Danzy said that while adjustments are being made, everything will be adjusted by the State because tenant rents are based on their income.

OLD BUSINESS:

Regarding the Executive Director tenant survey, Chairman Mercer confirmed with the board that they had received the four forms sent by email for comparison and discussion.

**Comparing Form 1 to Form 2**, Ryan suggested using Form 2 for the tenant evaluation of the Executive Director. Discussion ensued about the details of the tenant survey including:

- If signatures should be required if a tenant makes a comment
- Precise wording for signatures if applicable
- Prior board approval that mailed forms have no coding,
- Removal of Becker and Mooney addresses for return of the survey and instead surveys would be returned to the office and any documents on the town website omit personal addresses
- That the returned evaluation be collected by a board member and tallied and contents summarized
- The form only indicate a property, family or senior housing
- That a cover letter accompany the tenant survey

Mooney made a motion to have the board supervise the mailing process to ensure coding wouldn't happen again. No second to the motion. **Motion Fails**

Ryan made a motion to use Form 2 with the wording: "you do not need to sign your name if you are providing comments however, you may sign your name if you want your comments to be considered" Motion seconded by Sinico. **Roll call vote: Sinico aye, Mercer aye, Becker aye, Mooney aye, Ryan aye. Motion passes unanimously.**

Chairman Mercer made a motion to approve Form 2 with an April 15, 2020 return date be returned to the office. Ryan would collect and open the returned surveys and appoint Becker and Mooney to summarize surveys. **No second to the motion. Motion Fails.**

Becker made a motion to have evaluations returned to the office and one board member be responsible for picking up the evaluations and summarizing the contents. Seconded by Mercer.

Mooney made an amendment to Becker's motion to have a board member look at what is being sent out. **Seconded by Sinico. Vote: Mooney aye, Sinico aye, no other board members voted on amendment. Motion fails for lack of majority.**

Original motion of Becker: **Roll call vote: Mercer aye, Ryan aye, Becker aye, Sinico nay, Mooney nay. 3-2 Motion Passes**

Mooney made a motion to have board members see the survey before mailing. Seconded by Sinico.

Ryan made an amendment to Mooney's motion: instead of having board members go into the office to see what survey is being sent to tenants, Tina or Madonna could email what will be sent to Becker or Mooney or both, proof what is being sent, get approval and that no one has physical contact. Sinico stated if the email can be checked out by the board it would be fine. **Second to the Ryan amendment by Becker. Roll call vote: Becker aye, Sinico aye, Mooney aye, Mercer aye, Ryan aye. Motion passes, unanimously.**

Mooney sent the board a draft cover letter to be sent to tenants along with the survey. Discussion ensued with Ryan asking that the wording match and add language about the secure drop boxes at tenant properties for tenants to return

surveys. Mooney edited her draft while the meeting continued and read her edited draft to the board. The board agreed

with Mooney edits on the letter to be sent without a formal motion or board vote.

### **Comparing Form 3 to Form 4, Board evaluation of Executive Director**

Mooney stated she had already returned her board evaluation of the ED. Chairman Mercer remarked that there was never a board vote on it. A draft by Mooney was presented and discussed as well as an evaluation form that has been used by other housing authorities.

Ryan made a motion to use Form 3 and Form 4 for the Board evaluation of the ED. discussion ensued with Chairman Mercer suggesting using a numbering system rather than the letter system. Ryan agreed with Chairman Mercer stating that document language should be consistent. Ryan withdrew motion.

Ryan taking notice that Form 3 has Becker and Mooney return addresses on the form suggested personal addresses be removed. Becker agreed. Mooney suggested Becker and Mooney addresses be on the evaluation document on the town website. Ryan disagreed. Consensus of board was to remove Becker and Mooney addresses.

Becker made a motion to use Form 3, change the letters to numbers, delete the addresses of Becker and Mooney and add instructions where forms can be returned by hand or mail or email and returned by 5/15/20. Seconded by Ryan.

**Roll call vote: Becker aye, Mooney aye, Sinico aye, Mercer aye, Ryan aye. Motion Passes unanimously**

### **Comparing Form 3 to Form 4, Peer, LTO evaluation of Executive Director**

Ryan suggested using Form 3 for Peer and LTO evaluations since it has more descriptions than Form 4. Discussion ensued if Form 3 should be sent back anonymously by staff, details of clearly indicating return envelopes with "staff" and agreeing to a clear list of who would receive a survey. The board agreed that staff Meagher, Sheridan and Phair would be the current staff and LTO Koloski as LTO President and that Becker would receive the returned surveys. Sinico made a motion to have the staff receive Form 3. Seconded by Mercer. **Roll call vote: Sinico aye, Mooney aye, Becker aye, Mercer aye, Ryan aye. Motion passes unanimous.**

### **Comparing Form 3 to Form 4, self evaluation of Executive Director**

Chairman Mercer made a motion to use Form 3 (taking out staff questions) for an Executive Director self evaluation. Ryan seconded the motion. **Roll call vote: Mooney aye, Sinico aye, Mercer aye, Ryan aye, Becker aye. Motion passes unanimous.**

### **Comparing Form 3 to Form 4, LTO evaluation of Executive Director**

Ryan made a motion to include the LTO President Koloski to receive the Form 3 (like the staff). Seconded by Mercer. **Roll call vote: Mooney aye, Sinico aye, Becker aye, Ryan aye, Mercer aye. Motion passes. Unanimous.**

### **LTO REPORT**

Koloski reported that the LTO was providing paper goods and sanitizer to those tenants in need. Regarding the topics of surveys, Koloski suggested that the tenants evaluate the Board of Commissioners. Stating it's time for the Board to "grow up", Koloski reported that tenants do not want to be bothered attending board meetings where there is mistrust, disagreements, and arguing; that behavior from the Board accounts for the low turnout of tenants at meetings.

### **BOARD SPEAK:**

Mooney asked for Madonna's email address. Mooney also stated she would send Madonna comments/concerns from previous draft minutes of board meetings. Sinico commented on LTO history. Mooney questioned the Chairman about changes to the form Becker and Mooney submitted. Chairman Mercer responded that the form that was emailed as part of their packet is the form sent by Mooney. Any changes to the form were discussed at this meeting. Mooney questioned if a fire on a nearby property on April 7th affected the GBHA site, [unnamed] member on phone conference stated that no GBHA property was affected, that the fire was on the mountain and not owned by GBHA.

### **CITIZEN SPEAK:**

Joe Merola, VP of the LTO thanked Koloski for her comments. He also suggested including a self addressed stamped envelope with the new survey being mailed. Susan Morris agreed with Kolosi about the frustration to attend meetings with Board bickering. Regarding the original tenant survey, Morris mentioned that it was unclear where the survey was coming from with the lack of letterhead. She was suspicious of the survey. Morris stated she felt she was not qualified to answer the questions regarding Tina's job performance as well as many other questions. Selectman Abrahams mentioned the annual census and asked for citizens to fill out the form at census.gov.

ADJOURNMENT: Chairman Mercer made a motion to adjourn was seconded by Ryan. Vote: Roll call  
Unanimous approval 5-0 3:03pm  
NEXT MEETING: April 21, 2020 @3:30 p.m. Flag Rock Community Room

Documents reviewed: Agenda, Form 1, Form 2, Form 3, Form 4, Cover letter for tenant survey

Respectfully Submitted

A handwritten signature in cursive script, appearing to read "Madonna Meagher".

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.