

EXECUTIVE SESSION

MINUTES

SELECTBOARD MEETING TOWN HALL, 334 MAIN STREET MONDAY, MARCH 22, 2021

Executive Session, under MGL c.30A, §21(a)(3) to discuss the Letter of Expectations and as a follow up of the executive session meeting held by the Selectboard on November 18, 2020.

Attending members Stephen Bannon, Ed Abrahams, Bill Cooke, Kate Burke, and Leigh Davis.

Also present: Town Manager Mark Pruhenski, Town Counsel Nick Dominello, and GBHA Board Chair Jim Mercer.

Motion to vote for Executive Session presented by Ed Abrahams and seconded by Bill Cooke, and consequently all members voted to approve.

Mark Pruhenski started the conversation to discuss the Letter of Expectations dated December 3, 2020 and sent via email and First Class Mail to Jim Mercer. Mark will read the 10 expectations, and Jim will respond accordingly if they have followed the expectations to comply as directed:

1. Request of a meeting by the GBHA members to be held within (30) days of the request;
✓ Jim Mercer: *"We haven't had a request for an additional meeting(s), we're at compliance as to have 2 members at a meeting."*
2. Comply with Massachusetts Open Meeting regarding the evaluation of any individual holding the position of Director of the GBHA;
✓ J. M.: *"We haven't had any reason to evaluate the Executive Director...we comply with all the regulations."*
3. Comply with the Massachusetts Open Meeting regarding the creation of any subcommittees and any meetings held by those subcommittees;
✓ J.M.: *"We haven't got any subcommittees since we met 90 days ago."*
4. Comply with the Massachusetts Public Records Law;
✓ J.M.: *"We are in compliance to the best of our knowledge, although we've had further complaints from Eileen Mooney regarding open meetings violations."*
✓ Steve: *"When was the last complaint filed?"*
✓ J.M.: *"The 1st of March regarding the minutes of the meeting."*
5. Comply with all Department of Housing and Community Development;
✓ J.M.: *"We continue to comply with all that we're aware of."*
6. Include all warrants in GBHA packets and make such warrants available for all board member to view;
✓ J.M.: *"The warrants are in every packet, and the office is open now."*
7. Should any GBHA member request an agenda item, keep a list of those requests and allow all member requests to be put on an agenda in a timely fashion. If necessary, GBHA shall meet more than one time per month to satisfy the requested agenda items;
✓ J.M.: *"We haven't met more than once, nor requests."*

8. Should substantial changes to GBHA minutes be made, those minutes shall go before the board for approval;
 - ✓ J.M.: *"That's always been the protocol whenever is a substantial change there has been back and forth between the board members...regarding punctuation and clarification on a term."*
 - ✓ S.B.: *"What was the reason?"*
 - ✓ J.M.: *"Last month we had an issue with word warrant, the word warrant and the context that was used and the way the report the minutes it question by Eileen Mooney, we went to the board and voted to accept the minutes as presented. That's the substance of the meeting law violation that Eileen filed on the 1st of March. Because the word warrant is used as general term as a list of all the payments made out through the month. There's a list of all the warrants signed up by the Treasurer and reviewed by the Accountant the next month, and Eileen expectation is that every single check goes with every single bill would be copied both sides and sent to every board member every month."*
9. Participate in any future GBHA workshop regarding team building and/or mediation;
 - ✓ J.M.: *"I spoke to Sarah O'Leary the HCD, they don't have any plan as of yet, they are planning on open up as Covid restrictions ease. There are also online courses we're watching for those and we continue to recommend all members to participate, the more education I think the better."*
 - ✓ Mark: *"We did have a conversation with the HCD, their staff attorney to get some guidance from them and how we might be helpful in the situation and at that time they suggested that I reach out to the Office of Public Collaboration at UMass; I did that, their response was that wasn't something that they offer and they suggested I contact one of four other agencies. One of was local Pittsfield based at Berkshire Regional Housing Authority and I did had a few conversations with their Director and Mediation Team Building trains both items. They offered so that is available to the board, however, they are willing to offer those services until after 90 days check in and until they have an opportunity to meet individually with each of the board members to get a real sense of the issues here."*
 - ✓ J.M.: *"Thank you Mark, can you provide the name of the person so we can follow up from there? Although, it's going much better than it did."*
10. Report back to the Chair of the Selectboard within ninety (90) days of the date of this letter to discuss compliance with the expectations laid out in this letter.

Discussion of this matter concluded at 7:28 PM

Minutes prepared by: _____
Carmen Morales