



**MINUTES  
REGULAR MEETING –May 6, 2019**

The Franklin County Regional Housing and Redevelopment Authority Board of Commissioners conducted the regular meeting of the Authority on **May 6, 2019** at the Franklin County Regional Housing and Redevelopment Authority Kulik Meeting Room , 241 Millers Falls Road, Turners Falls, MA 01376.

**1. CALL TO ORDER**

Commissioner Cottrell called the meeting to order at 5:30PM.

Commissioners Present:           D. Prest      M. Slowinski      S. Cottrell  
  F. Williams   J. Atwood         S. Hamdan

Commissioners Absent:           L. Brown

Staff Present:                    W. Abrashkin   J.Carey   K. Reardon      S. Pleasant  
  W. Roan         B. McHugh

Guest:                             Gina Govoni, Stanley Pitchko, Jr.

**2. ACTIONS:**

**Minutes:** Commissioner Atwood moved and Commissioner Prest seconded a motion to approve the minutes of the April 1, 2019 regular meeting of the Board as prepared.

17-299 Vote 5 in favor; 0 opposed; 1 abstaining

**AP Warrant:** Commissioner Slowinski moved and Commissioner Atwood seconded a motion to approve the accounts payable warrant for April 2019.

17-300 Vote 5 in favor; 0 opposed; 1 abstaining

**RCAT Rental Agreement for Rental of Space at HRA:** Commissioner Atwood moved and Commissioner Williams seconded a motion to approve and authorize the Interim Executive Director, William H. Abrashkin, as contracting officer, to enter into a potential rental agreement by and between the Regional Capital Assistance Team (RCAT) Program and the Franklin County Regional Housing & Redevelopment Authority (HRA),

241 Millers Falls Road, Turners Falls, MA 01376, for rental space at HRA. Terms and price to be negotiated.

W. Abrashkin reported that RCAT provides support on capital improvement projects for smaller housing authorities. They approached H. Mackay with an offer to rent out space in the HRA building for \$250 a month. L. Cornish did some market research and found that for a rental of a private office, the cost is closer to \$500 a month as it includes the use of the entire building.

W. Abrashkin stated that this would be a great opportunity not only for some financial revenue, but that DHCD would have a presence in Western Mass

A question was posed as to whether or not the renter had an insurance policy or rider for coverage. J. Carey will forward this question to H. Mackay to seek the answer to.

A question was also expressed as to whether or not this type of agreement could preclude HRA in any way from future opportunities of renting out office space.

W. Abrashkin reported that there hasn't been receipt of an agreement contract as of yet to review the terms of such agreement. He suggests, should this go forward, having the agreement applicable for 1 year with continuation to extend if seen fit.

He expressed that renting RCAT space would be a great opportunity for all involved. It would provide close support to H. Mackay as a new Director of Property Manager and it would provide DHCD office space in Western Mass.

17-301 Vote 6 in favor; 0 opposed; 0 abstaining

**Response for Creation of Regional Housing Authority Entities:** Commissioner Atwood moved and Commissioner Prest seconded a motion to approve the Response for the Creation of Regional Housing Authority Entities, with the understanding that the response in no way binds the LHA to any course of action.

W. Abrashkin reported that Paul McPartland, DHCD Asset Management Coordinator, has initiated this request to create regional housing authority entities, PHN 2019-07. MassNAHRO was very opposed to such effort. He further informed that Board that while this response requires a Board vote,

W. Abrashkin shared with the board his responses to the questions posed on the PHN document.

Upon review of the document it was noted that on pg. 2 section 3.1 that Ashfield doesn't have a housing authority and such notation should be removed.

It was also suggested to note that there are surrounding towns, such as Montague, Bernardston, Shelburne, where there isn't a housing authority although HRA does manage several public housing units in those towns. This could reinforce how we're doing a regional job already.

W. Abrashkin shared that in comparing HRA and Greenfield Housing Authority; there is duplication of similar programs and staffing. DHCD is taking initiative to look at areas of cooperation and collaboration. Some thought has been put into a possibility of partnering up with Greenfield Housing Authority and establish some joint programs.

A concern was brought up regarding whether or not HRA staff would lose their jobs should a partnership with Greenfield Housing Authority take place.

W. Abrashkin stated that if a partnership were to result in job loss, then it would not go into effect.

17-302 Vote 6 in favor; 0 opposed; 0 abstaining

**HUD Income Limits:** Commissioner Prest moved and Commissioner Atwood seconded a motion to adopt and implement the new HUD income eligibility limits for the HRA's programs effective April 1, 2019.

No discussion.

17-303 Vote 6 in favor; 0 opposed; 0 abstaining

**Franklin County 5001 Amendment 9-FY2022 Formula funding Award:** Commissioner Prest moved and Commissioner Williams seconded a motion to authorize Sharon Cottrell, HRA Board Commissioner Chair, to execute contract Amendment **#9** to Capital Improvement Work Plan 5001 in the amount of **\$129,111.00**. Original award of **\$1,459,904.75**, amended award of **\$1,589,015.75** with a change of **+\$129,111.00** in which this amendment funds the following and extends the contract dates of service from **June 30, 2021** to **June 30, 2022**.

No discussion.

17-304 Vote 6 in favor; 0 opposed; 0 abstaining

### **3. STAFF REPORTS**

W. Abrashkin presented to the Board the 3 ring binder that has information and documentation regarding the interrelationship between HRA and RDI. This will a valuable resource guide for the next Executive Director.

### **4. EXECUTIVE DIRECTOR'S REPORT**

W. Abrashkin gave his report during staff reports.

### **5. OTHER BUSINESS**

**Leslie Brown RDI Update:** A report was not given as Commissioner Brown was absent.

#### **Public Housing Notice 2019-08- Opening of the Online Common Housing Application for Massachusetts Public-Housing**

No discussion.

#### **Public Housing Notice 2019-09- Notice of Funding Availability-Accessible Unit Initiative**

No discussion.

#### **Public Housing Notice 2019-10- Notice of Funding Availability-High Leverage Asset Preservation Program (HILAPP)**

No discussion.

#### **Public Housing Notice 2019-11- Notice of Funding Availability (NOFA) for Modernizing Public Housing and Supporting Elders Initiative (ModPHASE), 2<sup>nd</sup> Round**

No discussion.

#### **Public Housing Notice 2019-12- Clarifications of the Regulatory Definition of "Homeless Applicant"**

No discussion

**Board Member contact information:**

Commissioner Slowinski updated his cell phone number.

## **6. OTHER BUSINESS NOT REASONABLY ANTICIPATED 48 HOURS IN ADVANCE**

None

## **7. EXECUTIVE DIRECTOR CANDIDATE INTERVIEWS**

Commissioner Atwood provided an update on the Executive Director Search process. Her report included who served on the HRA Executive Director (E.D.) Search Committee, that 42 applications were received. From the 42 applicants, 7 were invited to be interviewed by the Search Committee and 4 from that group were interviewed. The Search Committee then recommended 2 finalists to be interviewed by the Board of Commissioners.

She also reported that the E.D. Search Committee took on the task to create the interview questions. She recommended that each board member asks a question as is listed in numerical order in which they were seated around the table.

The first candidate interviewed was Gina Govoni. The board members took turns asking a total of 11 questions.

The second candidate interviewed was Stanley Pitchko, Jr. The board members took turns asking the same 11 questions as was asked of the first candidate.

Commissioner Atwood explained that the RDI Board of Directors also interviewed both candidates and shared the recommendations of the RDI Board. Commissioner Atwood also reported on the references check for G. Govoni conducted by W. Abrashkin. Commissioner Cottrell reported on the references check for S. Pitchko that she conducted.

Commissioner Atwood offered the opportunity for non-Board members in attendance to provide their thoughts.

Board members entered into discussion. After thorough deliberation, the Board made the following motion to **Approve the candidate to enter into negotiations to hire for Executive Director Position:** Commissioner Atwood moved and Commissioner Hamdan seconded the motion to approve candidate Gina Govoni to enter into negotiations to hire for the Executive Director Position.

17-305 Vote 5 in favor; 0 opposed; 1 abstaining

A brief discussion was held among the Board regarding making a monetary donation to RDI on behalf of long serving Commissioner, J. Tuttle, who recently resigned from the Board due to health reasons.

Commissioner Williams offered to contact Natalie Blais for a Legislative Declaration of thanks to be presented to J. Tuttle for his many years of service.

## **8 . DOCUMENTS USED**

- Minutes of the regular meeting held April 1, 2019
- AP Warrant for April 2019
- Response for Creation of Regional Housing Authority Entities PHN 2019-07
- FY19 HUD Income Limits
- Franklin County 5001 Amendment 9-FY2022 Formula Funding Award
- Staff Report April 2019
- Public Housing Notice 2019-08
- Public Housing Notice 2019-09
- Public Housing Notice 2019-10
- Public Housing Notice 2019-11
- Public Housing Notice 2019-12
- PMR ratings for Board Member Training
- NERC NAHRO Journal April 2019
- Finalist Round Interview Question & Evaluation Form
- G. Govoni Cover Letter and Resume
- S. Pitchko, Jr Cover Letter and Resume

## **9. ADJOURNMENT**

There being no further business, Commissioner Atwood moved and Commissioner Cottrell seconded a motion to adjourn the meeting at 7:58PM. The next *regular* meeting of the HRA Board of Commissioners is scheduled for **June 3, 2019 at 5:30PM** located at the Franklin County Regional Housing and Redevelopment Kulik Meeting Room, 241 Millers Falls Road, Turners Falls, MA 01376.

Respectfully submitted,



William H. Abrashkin, Secretary ex officio