

Commissioner Parkin noted that he had voted to oppose approval of the AP warrant. The minutes will be corrected to reflect that.

16-084 Voted 6 in favor; 0 opposed; 1 abstaining (D. Prest)

AP Warrant: Commissioner Brown moved and Commissioner Prest seconded a motion to approve the accounts payable warrant for July 2016.

16-085 Voted 5 in favor; 2 opposed (J. Tuttle, B. Parkin); 0 abstaining

Transfer of Bank Accounts - to Greenfield Cooperative Bank: Commissioner Prest moved and Commissioner Tuttle seconded a motion to approve the following resolution to authorize the Franklin County Regional Housing and Redevelopment Authority (the "Entity") to open a checking account for CDBG Fees Earned at Greenfield Cooperative Bank, and that the authorized signers for accounts at Greenfield Cooperative Bank are Jane Banks, Chair, Leslie Brown, Treasurer, and Frances Pheeny, Executive Director:

RESOLVED, that the aforementioned Bank is hereby designated as a depository of this Entity and that a deposit account may be opened and maintained in the name of this Entity with said Bank.

FURTHER RESOLVED, that any of the following signers of this Entity signing singly, jointly, or as otherwise specified herein is/are hereby authorized, on behalf of this Entity and its name; to sign checks, drafts, notes, bills of exchange, acceptances, or other orders for payment of money from said account; to endorse checks, notes bills, certificates of deposit, or other instruments, owned, or held by this Entity, for deposit into said account, or for collection or discount by said Bank; to accept drafts, acceptances or other instruments payable at said Bank; to waive demand, protest, and notice of protest, or dishonor of any check, note, bill, draft, or other instrument made, drawn, or endorsed by this Entity; and to execute agreements pertaining to the use of the Bank's night depository services.

FURTHER RESOLVED, that any of the following signers of this Entity signing singly, jointly, or as otherwise specified herein is/are hereby authorized, on behalf of this Entity and its name; to apply for online banking, acting in agreement with and abiding by the said Bank's online banking procedures, policies and regulations; this Entity's online banking service may be cancelled at any time as determined by said Bank.

FURTHER RESOLVED, that said Bank is hereby authorized to honor, receive, certify, or pay instruments signed in accordance with the foregoing resolution even though drawn or endorsed to the order of any person signing the same or tendered for cashing, or in payment of the individual obligation of such person, or for deposit to his/her personal account; and that said Bank shall not be required, or be under any obligation to inquire as to the circumstances of the issuance, or use of any instrument signed in accordance with the foregoing resolution, or the application, or disposition of such instrument, or the proceeds thereof.

FURTHER RESOLVED, that said Bank is hereby authorized to transfer funds by written request from the authorized signers specified herein, without injury as to the recipient of such funds, until duly notified in writing of a resolution to the contrary from this Entity.

FURTHER RESOLVED, that the Secretary, General Partner, or any other authorized person of this Entity shall certify to said Bank the names of the present and future qualified signers of this Entity and shall notify said Bank of any changes in the personnel; immediately certify such changes to said Bank, and shall be indemnified from any claims, demands, expenses, loss or damage resulting from, or growing out of, honoring the signature of any person so certified or refusing to honor any signature not so certified.

FURTHER RESOLVED, that the foregoing authority shall remain in full force and effect until written notice of amendment or rescission has been received by said Bank, and that receipt of such notice shall not affect any action taken by the Bank prior thereto.

FURTHER RESOLVED, the authorized signers on this resolution form have been duly appointed to hold office until their respective successors are chosen and empowered to act for and on behalf of its business within the authority described in the resolution herein certified to said Bank.

F. Pheeny explained that HRA is moving its bank accounts out of People's Bank, as having accounts there has added many hours to the fiscal department's normal banking functions. For the sake of efficiency, most accounts will be moved to Greenfield Savings Bank and one, the CDBG Fees Earned account, to Greenfield Cooperative Bank. The board agreed that it preferred to bank with local institutions.

16-086 Voted 7 in favor; 0 opposed; 0 abstaining

Transfer of Bank Accounts - to Greenfield Savings Bank: Commissioner Parkin moved and Commissioner Cottrell seconded a motion to approve the following resolution to authorize the Franklin County Regional Housing and Redevelopment Authority (the "Organization") to open certain bank accounts at Greenfield Savings Bank ("Financial Institution") and that the authorized signers for these accounts are Jane Banks, Chair, Leslie Brown, Treasurer, and Frances Pheeny, Executive Director:

Pursuant to authority contained in the By-Laws of the Organization, the said officers of the Organization have duly designated Financial Institution as a depository of the funds of the Organization. By virtue of said election, the By-Laws and the afore-said designation, the following described officers, and designated parties or agents, if any, referred to below as "Authorized Signer" or "Authorized Signers" and whose names and signatures appear below, are authorized for and on behalf of the Organization to have the following indicated powers as contained in this Resolution:

Depository Account. Perform the following for the account(s) indicated on Page 2 (account numbers *3693, *3706, *3714, *3722), in the name of the Organization, subject to any terms and conditions governing the account(s), such as:

1. Open and maintain the account(s);
2. Make deposits to the account(s);
3. Endorse for negotiation, negotiate, and receive the proceeds of any negotiable instrument, check, draft, or order for the payment of money to or belonging to the Organization by writing, stamp, or other means permitted by this Resolution without the designation of the person endorsing;
4. Make withdrawals from the account(s) in any manner permitted by the account(s);

5. Transfer funds from the account(s) in Financial Institution to any account whether or not held at this Financial Institution and whether or not held by this Organization;
6. Transfer funds to the account(s) in Financial Institution from any account whether or not held at this Financial Institution and whether or not held by this Organization;
7. Approve, endorse, guarantee, and identify the endorsement of any payee or any endorser of any negotiable instrument, check, draft or order for the payment of money whether drawn by the Organization or anyone else and guarantee the payment of any negotiable instrument, check, draft, or order for the payment of money; and
8. Delegate to others the authority to approve, endorse, guarantee, and identify the endorsement of any payee or endorser on any negotiable instrument, check, draft, or order for the payment of money and to guarantee the payment of any such negotiable instrument, check, draft, or order for the payment of money

No additional discussion.

16-087 Voted 7 in favor; 0 opposed; 0 abstaining

RCAT Program Terms of Services: Commissioner Parkin moved and Commissioner Brown seconded a motion to authorize the Executive Director to execute the Regional Capital Assistance Team (RCAT) Program Terms of Services for a period from May 18, 2016 to June 30, 2019, as extended from time to time.

F. Pheeny added that Commissioner Cottrell's nomination to the RCAT Advisory Board had been submitted. She will keep the board informed when more information is available regarding the vote.

16-088 Voted 7 in favor; 0 opposed; 0 abstaining

Certificate of Substantial Completion: Commissioner Tuttle moved and Commissioner Brown seconded a motion to authorize the Executive Director, as Contracting Officer, to issue a certificate of substantial completion effective July 26, 2016 to Diversified Construction Services, LLC for the West River Street rehabilitation project.

F. Pheeny noted that the board had photographs of the project. The board agreed that the improvement was considerable.

16-089 Voted 7 in favor; 0 opposed; 0 abstaining

CEDAC Consulting Agreement Amendment: Commissioner Prest moved and Commissioner Brown seconded a motion to authorize the Executive Director to execute a consultant agreement amendment in connection with the Home Modification Loan Program amending paragraph 6b of the original agreement to provide for a total maximum payment to HRA in an amount not exceed \$15,200 for services performed under the contract, representing an increase of \$4,200 and amending paragraph 10 to extend the term of the Agreement to 6/30/2017.

F. Pheeny explained that this amended HRA's existing agreement with CEDAC, wherein HRA housing rehabilitation staff inspects and signs off on CEDAC home modification loan projects. She noted that the net cash flow for HRA is positive.

16-090 Voted 7 in favor; 0 opposed; 0 abstaining

Rescind Vote #16-073: Commissioner Tuttle moved and Commissioner Prest seconded a motion to rescind vote #16-073 (CFA Amendment #6) dated 7/20/16.

F. Pheeny explained that the CFA Amendment vote needed to be taken by roll call, so this vote will rescind that incorrect vote from last month's meeting and the CFA Amendment will be re-voted next.

16-091 Voted 7 in favor; 0 opposed; 0 abstaining

CFA Amendment #6 (VOTE BY ROLL CALL): Commissioner Parkin moved and Commissioner Prest seconded a motion to authorize the Chair to execute a Standard Contract Amendment Form between the Commonwealth of Massachusetts and the Franklin County Regional Housing and Redevelopment Authority to increase the value of the original contract for financial assistance 5001 to provide additional funding in the amount of \$142,558.00 (maximum obligation of \$1,178,631.00) to the formula funding master CFA for fiscal year 2019 –all developments – for the preservation and modernization of state-supported public housing and public housing compliance reserve award (asbestos removal related to trombe wall project) as specified in the Contract for Capital Improvement Work Plan/Approved Budget (Exhibit 1) and Timetable for Completion of the Work (Exhibit 2).

Section 1. The Authority shall enter into a contract with the Commonwealth of Massachusetts in the form submitted at this meeting and contract in the name of the FCRHRA under its corporate seal, and the Secretary is hereby authorized to attest to the same.

Section 2. The Authority hereby requests the Director of the Dept. of Housing and Community Development (Commissioner of the Department of Community Affairs) to enter into such contract with the Authority and the Commonwealth of Massachusetts to approve such contract.

Section 3. The Officers of this Authority shall be, and they are hereby authorized and directed, on and after the execution of said contract by the respective parties thereto, to do and perform on behalf of the Authority all acts and things required of the Authority to perform fully all of its obligation there under.

Section 4. This resolution shall take effect immediately.

No additional discussion.

16-092 Voted by roll call: 7 in favor; 0 opposed; 0 abstaining

4. OTHER BUSINESS

Board member contact information

No board member contact information had changed.

AGO Open Meeting Law training

This subject was discussed as part of the Executive Director's report.

5. STAFF REPORTS

F. Pheeny briefly reviewed the staff reports.

6. OTHER BUSINESS NOT REASONABLY ANTICIPATED 48 HOURS IN ADVANCE

None

7. DOCUMENTS USED

- Minutes of the regular meeting held 07-20-2016
- AP Warrant 07-2016
- Summary chart showing current HRA accounts at People's United Bank
- RCAT Terms of Services agreement
- Certificate of Substantial Completion & Architect's Field Report for Diversified Construction Services, LLC for the West River Street, Orange project dated 7/26/16
- CEDAC Consultant Agreement Amendments
- Slides from 7/27/16 AGO Open Meeting Law webinar
- Staff report dated 07-27-2016

8. ADJOURNMENT

There being no further business, Commissioner Banks adjourned the meeting at 6:32 P.M.

The next regular meeting of the HRA Board of Commissioners is scheduled for September 12, 2016 at 6 P.M. at the Greenfield Savings Bank located at 282 Avenue A, Turners Falls, MA 01376.

Respectfully submitted,

Frances Pheeny, Secretary ex officio