



**MINUTES
REGULAR MEETING –February 3, 2020**

The Franklin County Regional Housing and Redevelopment Authority Board of Commissioners conducted the regular meeting of the Authority on **February 3, 2020** 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 Prest moved and Commissioner Atwood seconded a motion to call the meeting to order at 5:32PM.

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

Absent:

Staff Present: G. Govoni J. Carey L. Cornish

Guest: None

2. ACTIONS:

Minutes: Commissioner Atwood moved and Commissioner Williams seconded a motion to approve the minutes of the January 6, 2020 regular Board Meeting as amended.

17-397 Vote 7 in favor; 0 opposed; 0 abstaining

AP Warrant: Commissioner Atwood moved and Commissioner Brown seconded a motion to approve the accounts payable warrant January 2020 as presented.

No discussion.

17-398 Vote 7 in Favor; 0 opposed; 0 abstained

Agreement for Executive Director Services between HRA and RDI: Commissioner Atwood moved and Commissioner Hamdan seconded a motion to authorize an agreement for Executive Director Services between HRA and RDI in which the

Executive Director of HRA shall also serve as the Executive Director of RDI, with all customary responsibilities and authority heretofore assumed and exercised by prior Executive Directors of the HRA in their roles as Executive Director of RDI.

17-399 Vote 7 in favor; 0 opposed; 0 abstaining

Discuss Board Meeting Location:

G. Govoni asked that the Board consider holding meetings a year at our various properties. This would enable residents from our properties the opportunity to attend the public meetings, have input and involvement in our meetings, as well as allow for more interactions between the board members, HRA staff and the residents.

She suggested that we begin this year with holding two board meetings at 2 different property locations, starting with Stoughton Place in Gill, MA.

The Board Members were all supportive of this proposal. Members suggested we revisit the public participation policy at our next meeting.

EFPR Group, CPAs, PPLC New Audit Firm: Commissioner Atwood moved and Commissioner Slowinski seconded a motion to authorize and approve Executive Director, Gina Govoni, as contracting officer, to enter into an agreement by and between Franklin County Regional Housing & Redevelopment Authority and EFPR GROUP, CPAs, PLLC for audit and related services for years ending September 30, 2019,2020,2021.

L. Cornish reported that current auditor, M. Guyder from MARCUM, LLP advised her in July or August of 2019 that he will no longer be keeping HRA on as a client.

L. Cornish reported that EFPR provided good references, have a good background and offered their services to us at a good price. It'll be approximately \$900 less than what we were paying. Their contract is for 3 years and the increase in cost is a reasonable amount for each year over the next 3 years.

17-400 Vote 7 in Favor; 0 opposed; 0 abstained

3. STAFF REPORTS

L. Cornish reviewed the Quarter ending 12/31/19 actuals and budget in its entirety, noting that no penalties will be assessed because waivers are in place for all public units.

G. Govoni gave the following updates:

HRA's Performance Management Review (PMR) noted substantial improvement since the 2018's PMR. Shelburne's PMR Review will be done later this week as the original date was changed due to inclement weather.

We will be participating in MHP's seminar on April 16, 2020 at Hadley Meeting House, and will feature the SSH development, as will CDBG funded homeowner rehabilitation. The daylong seminar is open to anyone who is interested in attending.

Leased Housing was awarded 10 mainstream vouchers for non-elderly, disabled homeless applicants. The vouchers will begin being issued as of June 1, 2020 as it's taking longer than anticipated to update the centralized waitlist software.

4. OTHER BUSINESS

Leslie Brown RDI Update: Commissioner Brown reported that the information written in the staff report under RDI is the same as what she would have reported. RDI met on Tuesday, February, 11, 2020. W. Carter, RDI Consultant, will be attending their March board meeting.

Board Member contact information:

No changes.

5. DOCUMENTS FOR INFORMATIONAL PURPOSES:

G. Govoni offered the Board several options for receiving the monthly PHN's. She stated that all of them are found on the DHCD website. She stated we can continue emailing them as part of the monthly packet and print them out for the meeting, we could just email them as part of the packet or we could just print them out for the meeting.

The Board stated that they would like to continue to receive them by email as part of the monthly packet and to continue to have them listed on the agenda; however, they no longer need to be printed out for the meetings.

- **PHN 2020-01-Rental Assistance and Public Housing SOHA Data Warehouse:**
A question was posed as to whether or not HRA would have an

administrative impact according to this PHN. G. Govoni stated that there won't be much of an impact as DHCD doesn't provide our funding for Section 8.

- **PHN 2020-02-FY21&22 Sustainability Initiative Program Updates:**

A question was posed as to whether or not HRA had any properties that meet the sustainability goals as listed in this PHN. G. Govoni stated that she will need to look into this further.

- **PHN 2020-03: Effective January 2020-Updated energy monthly reporting system**

6. OTHER BUSINESS NOT REASONABLY ANTICIPATED 48 HOURS IN ADVANCE

Section 8 Administrative Plan Amendment: Commissioner Williams moved and Commissioner Atwood seconded a motion to adopt the amended language under the HRA Policy section under the Additional Project-Based Units [FR Notice 1/18/17].

17-401 Vote 7 in favor; 0 opposed; 0 abstaining

PHN 2019-24-Notice of Funding Availability (NOFA): Technical Assistance for Creation of Regional Housing Authority Entities.

After some discussion it was determined that this item is listed on the March agenda as an action item for voting by the Board.

7. DOCUMENTS USED

- January 6, 2020 Regular Meeting Minutes
- January 2020 AP Warrant
- Agreement for Executive Director Services between HRA and RDI
- Handout-Amended proposed dates for 2020 HRA Board Meetings
- EFPR Group, CPAs, PPLC technical proposal, engagement letters and cost proposal for audit and related services to FCRHRA.
- Staff Report January 2020
- FCRHRA 12/31/19 Actual vs. Budget
- PHN 2020-01
- PHN 2020-02
- PHN 2020-03
- Section 8 Administrative Plan Part 1: General Requirements
- PHN 2019-24

8. ADJOURNMENT

There being no further business, Commissioner Prest moved and Commissioner Slowinski seconded a motion to adjourn the meeting at 7:05PM. The next *regular* meeting of the HRA Board of Commissioners will be held on **Monday, March 9, 2020** at **5:30PM** and will be located at the Franklin County Regional Housing and Redevelopment, Kulik Meeting Room, 241 Millers Falls Road, Turners Falls, MA 01376.

Respectfully submitted,



Gina Govoni, Secretary Ex officio