



**FRANKLIN COUNTY REGIONAL HOUSING &
REDEVELOPMENT AUTHORITY**

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**MINUTES
Annual Meeting – October 30, 2023**

The Franklin County Regional Housing and Redevelopment Authority Board of Commissioners conducted the Annual Meeting of the Authority on October 30, 2023, via Zoom. at 4:33 p.m.

1. Call to Order

F. Williams called the meeting to order at **4:33 p.m.**

Commissioners Present (via roll call): F. Williams, L. Brown, S. Worgaftik, L. Bezio, M. McClintock

Absent: M. Cucchiara

Staff Present: G. Govoni, L. Cornish, N. Garrett, K. Kelley

Guests: Penny Herzig

2. Actions

Acceptance of the FY 23 Annual Report: G. Govoni stated that this year, instead of the traditional HRA Director presentations, the Directors will do individual program overviews. A schedule of such presentations will be distributed to the Board of Commissioners.

L. Brown expressed support for the FY23 Annual Report.

Commissioner Worgaftik moved, and Commissioner Brown seconded a motion to accept and approve for submission to the towns of Franklin County and other interested parties the FY23 Annual Report of the Franklin County Regional Housing and Redevelopment Authority.

17-4411 Vote 5 in favor; 0 opposed; 0 abstaining

Approval of the FY24 Budget: L. Cornish explained that this budget is similar to the YTD budget presentations. The format included in packets varies slightly from the EOHLIC preferred formatting, which is why two budget formats have been provided.

For this year, the numbers have been shown comparatively to last year. The compensation study produced figures that are reflective of the projected budget for next year; this is the first step in moving all staff members to reasonable market pay. The number of active staff members has increased over the past year, and hiring continues. Fewer staff members are participating in the health insurance than anticipated, which has decreased the overall costs.

The grants for CDBG are expected to increase due to the four new block grants; this is the first year four block grants have been run simultaneously. CDBG will be hiring due to this increase in workload.

Last year, there were 37.74 FTEs, and this year, there are 41.6 FTEs.

L. Brown noted that the compensation study was completed at the right time as there is cash to work with.

L. Cornish continued, stating that HRA is requesting EOHLC accept the budget. A letter of intent will be sent with the budget explaining the proposal.

S. Worgaftik questioned if depreciation is an issue for HRA. L. Cornish explained that depreciation is a non-cash item, which is why it is added as a reserve in calculating the budgeted allocation of COCC.

L. Brown asked what the ideal Net Unrestricted Asset (NUA) for HRA is. L. Cornish responded, stating that it should be between \$50 and 70 percent of half the prior year's operating budget, with the minimum being 35 percent.

Commissioner Brown moved, and Commissioner Worgaftik seconded a motion to approve the HRA agency-wide annual operating budget for FY2024 as presented.

17-4412 Vote 5 in favor; 0 opposed; 0 abstaining

Adoption of the 2024 Meeting Schedule: Commissioner McClintock moved, and Commissioner Brown seconded a motion to approve HRA 2024 Meeting Schedule as presented.

17-4413 Vote 5 in favor; 0 opposed; 0 abstaining.

Nomination and Election of Officers: Commissioner Worgaftik moved, and Commissioner McClintock seconded a motion to appoint the slate of Commissioners to serve as officers for a one-year term beginning 10/30/2023 and ending on the date of the annual meeting to be held in October 2024:

Chair: Faith Williams

Vice-Chair: Michael Cucchiara

Treasurer: Leslie Brown

17-4414 Vote 5 in favor; 0 opposed; 0 abstaining

Appoint Commissioners to Serve on the Rural Development, Inc. Board of Directors: Commissioner McClintock moved, and Commissioner Worgaftik seconded a motion to appoint the following two Commissioners to serve as HRA Representatives on the Rural Development, Inc. Board of Directors until the annual meeting of the HRA Board of Commissioners in October 2024.

Commissioner 1: Faith Williams

Commissioner 2: Leslie Brown

17-4415 Vote 5 in favor; 0 opposed; 0 abstaining

L. Brown requested that, going forward, the Annual Meeting minutes from the prior year be included in the Annual Meeting packets.

3. Adjourn

L. Brown moved, and S. Worgaftik seconded a motion to adjourn the annual meeting of the HRA Board of Directors as there was no further business to discuss.

The meeting convened at 4:59 p.m.