



**FRANKLIN COUNTY REGIONAL HOUSING &
REDEVELOPMENT AUTHORITY**

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**MINUTES
REGULAR MEETING – January 4, 2021**

The Franklin County Regional Housing and Redevelopment Authority Board of Commissioners conducted the regular meeting of the Authority on **January 4, 2021** via Zoom.

1. CALL TO ORDER

Commissioner Brown moved and Commissioner Slowinski seconded a motion to call the meeting to order at 4:34 p.m.

Commissioners Present (Via roll call): L. Brown M. Slowinski G. Fentin
J. Atwood M. Cucchiara S. Cottrell

Absent: F. Williams

Staff Present: G. Govoni J. Carey

Guest: None

2. ACTIONS:

Minutes: Commissioner Fentin moved and Commissioner Atwood seconded a motion to approve the minutes of the November 19, 2020 annual meeting of the Board as prepared.

No discussion.

17-4186 Vote 6 in favor; 0 opposed; 0 abstaining

Minutes: Commissioner Fentin moved and Commissioner Atwood seconded a motion to approve the minutes of the November 25, 2020 continued annual meeting and regular meeting of the Board as prepared.

No discussion.

17-4187 Vote 5 in favor; 0 opposed; 1 abstaining

AP Warrant: Commissioner Brown moved and Commissioner Cottrell seconded a motion to approve the accounts payable warrant for November and December 2020.

A question was posed regarding why December appeared to be unusually high. L. Cornish explained that it's due to the unfunded liability payment that occurs twice annually for retirement.

17-4188 Vote 6 in favor; 0 opposed; 0 abstaining

3. STAFF REPORTS

COVID: The COVID numbers in Franklin County have spiked. There's a 4th positive case in our portfolio. We're continuing with safe practices in shared community spaces. Winslow Wentworth should be in the first round to receive the vaccine.

Federal Moratorium: The moratorium has been extended from December 31, 2020 to January 31, 2021. This is good news as where the RAFT funds have been increased and program is expanding. Hiring for the program has been delayed as there haven't been eligible applicants for the temporary positions. We continue to look for ways to get the word out about the RAFT program.

State Budget: The governor's FY21 budget increased the public housing authorities' line item to \$80 million in assistance, which was an \$8 million increase. DHCD will hopefully apply a 4% cut to the ANUEL.

CDBG: All FY20 grants have been awarded in full! These grants are for the Town of Montague, Orange and for housing rehabilitation. In Montague the grant will be for repairing the sidewalk in front of the Shea Theater, as well as a planning grant for one of the playgrounds at Hillcrest School.

Federal Stimulus Bill: Massachusetts has been given \$458 million dollars for emergency rental assistance for those who are impacted by COVID and who are at or below 80% below medium income. Through RHN, we are working with DHCD on how these funds could supplement the existing RAFT program.

Sunderland Senior Housing: A general contractor has been chosen and they are eager to get started on construction! The goal is to say on schedule for closing in early March.

CCLP: Phase 1 Environmental and Radon testing will occur on January 5, 2021 in concert with the refinancing of CCLP.

HCEC: Additional money has been given to this department to add new temporary staff to assist with administering more housing services. Not all of the money has been used as planned as it has been difficult hiring for these positions. More information will be provided at the February board meeting.

4. OTHER BUSINESS

Leslie Brown RDI Update:

Sunderland Senior Housing project will officially be called Sanderson Place.

The CCLP refinance is moving forward.

The auditors came and presented a positive audit.

The Management Services Agreement between RDI and HRA was approved.

Table of Contents: The Board requested that J. Carey provide monthly, a table of contents as part of the board packet as it will assist with easier following of the items being reviewed.

Staff Report: The Board requested that J. Carey provide the staff report as a word document in addition to it being a part of the complete packet as a PDF.

Board Member contact information: No changes.

5. DOCUMENTS FOR INFORMATIONAL PURPOSES SENT VIA EMAIL:

- PHN 2020-34-Guidance on Regulations Regarding Family Members of LHA Board Members & Employees
- PHN 2020-35-Regulatory Waiver Regarding Senior Wage Exclusion
- PHN 2020-37-Massachusetts State-Aided Housing Programs Property, Boiler & Machinery and Crime Insurance Policy Period 11-17-2020 to 11-17-2021
- PHN 2020-38-CHAMP PMR Planning Year Criteria
- PHN 2020-39- LHA Responsibilities to Victims of Domestic Violence and Sexual Assault.

6. OTHER BUSINESS NOT REASONABLY ANTICIPATED 48 HOURS IN ADVANCE

Limited English Proficiency Plan: Commissioner Atwood moved and Commissioner Slowinski seconded a motion to approve the Limited English Proficiency Plan as presented.

G. Govoni explained that after review, this plan needed to be updated to reflect current practices. The original plan was approved by the Board in 2013. Revisions were made to the plan expressing a more affirmative approach.

Commissioner J. Atwood provided information from the U.S. Census Bureau that was released on December 10, 2020 which covers a 5-year period showing that there has been a slight decline in the overall population of Franklin County. The Census stated that there is a higher percentage of Spanish speaking individuals that live in households that speak English at home less than very well, and some other changes in population. These updates will be woven into the LEP Plan.

17-4189 Vote 6 in favor; 0 opposed; 0 abstaining

HCEC Job Description: Commissioner Brown moved and Commissioner Slowinski seconded a motion to approve the HCEC job description as amended.

17-4190 Vote 6 in favor; 0 opposed; 0 abstaining

7. DOCUMENTS USED

- November 19, 2020 annual meeting Minutes
- November 25, 2020 annual meeting (continued) and regular meeting minutes
- November & December AP Warrants
- Limited English Proficiency Plan
- HCEC Job Description
- Staff Report
- PHN 2020-40: Management Agreement Guidelines

8. RESIDENT & PUBLIC PARTICIPATION

9. ADJOURNMENT

There being no further business, Commissioner Slowinski moved and Commissioner Fentin seconded a motion to adjourn the meeting at 5:17 PM. The next *regular* meeting of the HRA Board of Commissioners will be held on **Monday, February 1, 2021** via Zoom.

Respectfully submitted,



Gina Govoni, Secretary Ex officio