



FRANKLIN COUNTY REGIONAL HOUSING & REDEVELOPMENT AUTHORITY

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**MINUTES
REGULAR MEETING – May 24, 2021**

The Franklin County Regional Housing and Redevelopment Authority Board of Commissioners conducted the regular meeting of the Authority on **May 24, 2021** via Zoom.

1. CALL TO ORDER

Commissioner Slowinski moved and Commissioner Williams seconded a motion to call the meeting to order at 4:46 p.m.

Commissioners Present (Via roll call): L. Brown M. Slowinski G. Fentin
A. Larose S. Cottrell F. Williams

Absent: M. Cucchiara

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

Guest: Andrew Fox, EFPR Group, LLP

2. ACTIONS:

FY20 Audit: Commissioner Slowinski moved and Commissioner Fentin seconded a motion to approve the FY20 audit as presented by EFPR Group, LLP.

A. Fox presented a power point presentation to the Board summarizing the FY20 audit. Due to COVID, the auditors performed remote field work during the months of January, February and March to obtain the information needed.

A. Fox reported that the audited opinions of the financial statements, internal control and compliance requirements were all unmodified. There were no findings or opinions.

The Board thanked A. Fox for his attendance and presentation.

17-4207 Vote 6 in favor; 0 opposed; 0 abstaining

Minutes: Commissioner Brown moved and Commissioner Williams seconded a motion to approve the minutes of the April 5, 2021 regular meeting of the Board as prepared.

No discussion.

17-4208 Vote 6 in favor; 0 opposed; 0 abstaining

AP Warrant: Commissioner Slowinski moved and Commissioner Williams seconded a motion to approve the accounts payable warrant for April 2021.

17-4209 Vote 6 in favor; 0 opposed; 0 abstaining

Juneteenth Holiday Discussion:

G. Govoni reported that DHCD provided to all Local Housing Authorities (LHA) Public Housing Notice (PHN) 2021-09: Juneteenth Independence Day Guidance. She stated that LHA's are not commonwealth employees, so it is the Boards decision as to whether they want to grant this as a paid holiday.

According to state guidance, the holiday would not be observed this year with a day off as it falls on a Saturday. In the future if it falls on Sunday, it will be observed on a Monday.

The board was unable to come to a consensus and will re-visit this discussion at the July board meeting.

Receptionist Job Description: Commissioner Fentin moved and commissioner Brown seconded a motion to approve the updated job description per the Personnel Handbook.

G. Govoni reported that receptionist P. Holloway, who served in her role for over 13 years, has found new employment. Currently interviews are based on candidates meeting the qualifications listed on the posted job advertisement.

17-4210 Vote 6 in favor; 0 opposed; 0 abstaining

HRA By Laws: Commissioner Williams moved and Commissioner Fentin seconded a motion to approve the updated by laws as presented.

G. Govoni summarized the tracked changes of the bylaws.

17-4211 Vote 6 in favor; 0 opposed; 0 abstaining

3. STAFF REPORTS

Sanderson Place:

Many changes have occurred since the posting of the Sanderson Place photo in the report. G. Govoni encourages the Board to visit the site.

RAFT/ERMA/ERAP:

The purple line on the graph shows the expenditures for February, March, and April. It is expected that expenditures for May and June will be similar.

4. Updates:

a. RDI Update- Leslie Brown:

Nothing to report as RDI did not have a board meeting in May.

b. HRA/SHA Regionalization Discussion/Update:

G. Govoni summarized the first meeting of the Regional Planning Committee that was held on May 20, 2021. Members expressed questions and concerns regarding the pros and cons of regionalizing, or not regionalizing. While there is concern regarding both alternatives, all members want to continue the work needed to evaluate regionalizing.

G. Govoni reported that the committee decided to do stakeholder interviews rather than peer agency reviews. She requested that the board inform her of any stakeholders that could be included in the interview process.

It was suggested to interview the Shelburne Selectboard.

c. PHN 2021-07: Guidance & Best Practices for LHA's Post Covid-19 Vaccination:

No discussion

5. DOCUMENTS FOR INFORMATIONAL PURPOSES:

6. OTHER BUSINESS NOT REASONABLY ANTICIPATED 48 HOURS IN ADVANCE

HRA Admin Plan Update: Commissioner Slowinski moved and Commissioner Williams seconded a motion to approve the updates to the Section 8 Administrative Plan.

K. Reardon provided the Board with a memo listing the examples of the multiple modifications made throughout the plan.

17-4212 Vote 6 in favor; 0 opposed; 0 abstaining

Executive Director At-Will Contract: Commissioner Fentin moved and Commissioner Williams seconded a motion to approve DHCD's recommendations to certify that this contract "substantially meets" those recommendations.

17-4213 Vote 6 in favor; 0 opposed; 0 abstaining

7. DOCUMENTS USED

- FY20 Audit
- April 5, 2021 Meeting Minutes
- April AP Warrant
- PHN 2021-09: Juneteenth Independence Day Guidance
- Receptionist Job Description
- HRA Bylaws
- Staff Report

- PHN 2021-07: Guidance & Best Practices for Housing Authorities Post-Covid-19 Vaccination
- Section 8 Administrative Plan Updates
- PHN 2021-08: Public Housing Innovations, Round II Notice of Funding Availability
- Executive Director At-Will Contract

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 6:09 PM. The next Fy22 annual plan and *regular* meeting of the HRA Board of Commissioners will be held on **June 7, 2021** via Zoom.

Respectfully submitted,

A handwritten signature in cursive script that reads "Gina Govoni".

Gina Govoni, Secretary Ex officio