

**MINUTES OF THE MEETING  
OF THE GROVELAND HOUSING AUTHORITY  
HELD ON APRIL 30, 2020**

TOWN OF GROVELAND  
2021 SEP 13 AM 10:32  
TOWN CLERK  
REC'DIVES/POSTED

The Commissioners of the Groveland Housing Authority (GHA) met in regular meeting by conference call on Thursday, April 30, 2020 at 4:30 P.M. The conference call format was arranged through the GoToMeeting internet application and is being used due to the state of emergency per Governor Baker's guidance. Chairperson Prunier called the meeting to order at 4:30 P.M. and called the roll with the following responses:

<u>Present</u>	<u>Absent</u>
Inger Burke	None
Elaine Davey	
Elizabeth Gorski	
Valerie Osborne	
Kathleen Prunier	

Also present at the meeting were Joseph A. Hart, Managing Director, Selectwoman Kathleen Kastinelis and several members of the public.

**Review and Approval of the Minutes of the Meeting of February 20, 2020**

The board tabled this item as it was not contained in the meeting's information packet. The minutes were contained in the packet for the March meeting which was cancelled.

**Review and Approval of Accounts Payable for February 2020**

Ms. Gorski asked about the heat repair call at 82B Gardner Street and asked when the tenancy began. This repair was prior to move in on March 1<sup>st</sup>. Ms. Osborne asked about a pet deposit refund which went to a former resident who moved out. Ms. Gorski then made a motion to approve the accounts payable with a second from MS. Davey. Upon a call of the yeas and nays, approval passed unanimously.

**Review and Approval of Accounts Payable for March 2020**

Ms. Prunier asked about the furnace repair at Cannon Hill Extension. She asked to find out when it was installed and if it needed replacement. Ms. Burke inquired about Family Security and was told it is for the office's security system and is a quarterly bill. Ms. Osborne made a motion to approve the March payables and Ms. Gorski seconded. The motion passed unanimously upon a roll call vote.

**Review of Work Orders for February and March 2020**

The Board reviewed the work orders for February and March. Ms. Osborne asked about the mice in Apartment 109. The mice were being taken care of but the problem may have gone a little longer than it should have before maintenance was alerted to the problem. Ms. Gorski asked about the lock out at 82B Gardner Street. Ms. Davey asked for details about the disinfecting process. No vote was required and the board move on with the agenda.

**Review and Approval of 2018 Civil Rights Certification**

Mr. Hart explained that we needed to catch up on certifications for the annual Capital Plans. These were put off because we and the chair of the board of selectmen needed to complete trainings which were going slowly. Ms. Gorski made a motion to approve the 2018 civil rights certification after a reading by the Managing Director. Ms. Davey seconded the motion with all members approving the certification.

#### **Review and Approval of 2019 Civil Rights Certification**

Ms. Gorski made a motion to approve the 2019 civil rights certification. Ms. Davey seconded again with all members approving the certification.

#### **Review and Approval of 2020 Civil Rights Certification**

Ms. Gorski made a motion to approve the 2020 civil rights certification with another second from Ms. Davey. The approval was approved unanimously.

#### **Review and Approval of 2018 Capital Plan**

The Managing Director read through the capital plans for 2018, 2019 and 2020 and brief residents' comments on the individual projects. Resident comments included the site lighting and security cameras, generators, water filtration, closet door replacement and flooring replacement. Board members asked many questions including the need for cameras at River Pines given that safety seemed to be a big concern at a recent meeting. Ms. Prunier asked if the Maintenance Supervisor had inspected the roofs to determine the useful life left in them. There were questions about the emergency lighting being able to stay on longer. Ms. Gorski said she is willing to appear at a selectmen's meeting if needed. She added that we need to prioritize projects based on need.

The chairwoman asked for a motion to approve the 2018 Capital Plan. Ms. Gorski made a motion which was seconded by Ms. Osborne. Upon taking a vote, the motion passed unanimously.

#### **Review and Approval of 2019 Capital Plan**

Ms. Gorski made a motion to approve the 2019 Capital Plan which was seconded by Ms. Osborne. Upon taking a vote, the motion passed unanimously.

#### **Review and Approval of 2020 Capital Plan**

Ms. Gorski made a motion to approve the 2020 Capital Plan and was seconded by Ms. Osborne. The roll call vote to approve was unanimous.

#### **Review and Approval of Amendment 7 to the Contract for Financial Assistance for the State Public Housing Program in the Amount of \$3,875.00**

Mr. Hart presented the contract amendment to the board which will add funding for upgrades to the family housing units in FY2023. Ms. Gorski made a motion to approve the amendment. Ms. Osborne second the motion and upon a vote, the motion to approve was unanimous.

#### **Report of the Managing Director**

The Managing Director informed the board that our joint application with Haverhill and Georgetown for a Resident Services Coordinator was not funded. Also, through the efforts of one of our veteran residents, the flag is flying over River Pines again after repairing a faulty rope. Also, a briefing on the effects of the Covid-19 pandemic on the residents and staff were discussed.

#### **Comment Period for Commissioners and Public**

Commissioner Osborne inquired about speeding up the process of capital improvements. She was told that there are many administrative steps we need to take before HUD will release our funding. Ms. Prunier stated that she was interested in exploring the possibility of purchasing 833 Salem Street with a single family house and several acres zoned commercial. This might be accomplished by applying

for Community Preservation Act Funds from the Town. She also requested that the Managing Director ask the Town Planner, Rebecca Oldham, to address the board when the pandemic is under control. Residents again commented on a disruptive tenant. Another discussed the proposed security camera project.

Kathleen Kastinelis of the Board of Selectmen was asking about the role of the Town in the environmental review process. She had taken HUD trainings and was trying to get the process between Town Hall and the housing authority restarted. Mr. Hart agreed to contact her and discuss strategy later in the week.

**Adjournment**

Ms. Osborne made a motion to adjourn at 6:02 P.M. Ms. Burke seconded the motion and the meeting was adjourned.

