

**MINUTES OF THE MEETING  
OF THE GROVELAND HOUSING AUTHORITY  
HELD ON JANUARY 16, 2020**

TOWN OF GROVELAND  
2021 SEP 13 AM 10:32

TOWN CLERK  
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The Commissioners of the Groveland Housing Authority (GHA) met in regular meeting at 10 River Pines Drive, Groveland, Massachusetts, on Thursday, January 16, 2020 at 4:30 P.M. Chairperson Prunier called the meeting to order at 4:31 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, Clara Ruiz Vargas, Assistant Director and several members of the public were also in attendance.

**Review and Approval of the Minutes of the Meeting of November 21, 2019**

The board reviewed the minutes from the November 21, 2019 meeting with minimal discussion. Ms. Gorski made a motion to approve the minutes and was seconded by Ms. Osborne. The motion passed unanimously.

**Review and Approval of Accounts Payable**

The board reviewed the accounts payable for November and December 2019. Ms. Gorski questioned the pricing for the installation of the stove 82B Gardner was a bit high. Mr. Hart explained due to gas piping problems the plumbers experienced difficulties with the installation. Ms. Prunier also inquired about the cost of painting for the same unit, which seemed high. Mr. Hart explained this is the normal pricing for a three-bedroom unit. Ms. Davey then made a motion to approve the accounts payable for November and December. Ms. Osborne seconded and the motion passed unanimously.

**Review and Approval of FY21 Capital Plan for State Aided Family Portfolio**

The board reviewed the FY20 capital plan for the three family housing units. Ms. Prunier inquired when the last time was that the furnace was replaced at Cannon Hill Road. Mr. Hart informed her that he was uncertain but it must be near the end of its useful life if it were included in the capital plan. Mr. Hart informed the board the plan is a forecast for the year that can change as priorities change. Ms. Gorski made a motion to accept the capital plan and was seconded by Ms. Osborne. The motion passed unanimously.

**Review of Work Orders**

The work orders were reviewed and the board expressed that they would like to see a description of the call placed. Ms. Ruiz Vargas informed the board this will be addressed for the next board meeting.

**Report of the Management Agent**

Mr. Hart told the board that he had an information technology contractor look at River Pines to assess the feasibility of installing smoking detectors. The board was not interested in pursuing this at this time due to the costs of the devices. He reported that the Agreed Upon Procedures (AUP) audit had been completed by Lisa Fallon of Gary DePace CPA. Mr. Hart also informed the board of the Pentucket

Regional Scholarship Foundation asking if they would be interested in a donation. Ms. Prunier thought it would be inappropriate for the housing authority to make a contribution because it is a government agency. Several members stated they may make a personal contribution.

**New Item: Bank Signatory**

An item to Elizabeth Gorski to the bank accounts as a signatory and remove the former treasurer was introduced. Ms. Osborne made a motion to approve and was seconded by ms. Davey. Upon a roll call vote, the motion passed 5 to 0.

**Comment Period for Commissioners and Public**

Tenants have raised the issue of other tenants smoking in their units instead of outside the River Pines campus. They would like to have cigarette smoke alarms installed in the halls. Mr Hart explained alarms need to be installed in every unit making this effort costly. However, he will continue in his research for more cost efficient alarms. They also expressed concerns about the ongoing issue with the dog in Building 1. Ms. Prunier reminded everyone about the cost in time and money of taking violators to court for eviction. In court, it is not guaranteed that the judge will rule in our favor. Ms. Prunier suggested we look for other options.

Leeah Crane of apartment 405 asked about meeting minutes being posted on the GHA website. Ms. Ruiz Vargas confirmed that the GHA web page is in the process of being upgraded. Ms. Ruiz Vargas will look at other possibilities to have the minutes accessible to the public.

**Adjournment**

Ms. Prunier made a motion to adjourn at 5:23 P.M. Ms. Osborne seconded the motion and the meeting was adjourned.