

**MINUTES OF THE MEETING  
OF THE GROVELAND HOUSING AUTHORITY  
HELD ON OCTOBER 15, 2020**

CITY OF GROVELAND  
2021 SEP 13 AM 10:35  
CITY CLERK  
CITY OF GROVELAND

The Commissioners of the Groveland Housing Authority (GHA) met in regular meeting in a conference call on Thursday, October 15, 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. Members of the Board assembled in the Community Room at River Pines using masks and practicing social distancing. Members of the public were able to participate by telephone. Chairperson Prunier called the meeting to order at 4:30 P.M. and called the roll with the following responses:

**Present**

Kathleen Prunier  
Elizabeth Gorski  
Elaine Davey  
Inger Burke

**Absent**

Valerie Osborne

Also present at the meeting were Joseph A. Hart, Managing Director, Clara Ruiz Vargas and Bruce Moody.

**Review and Approval of the Minutes of the Meeting of September 24, 2020**

The board reviewed the minutes of the meeting of September 24<sup>th</sup> with little discussion. Ms. Gorski made a motion to approve and was seconded by Ms. Burke. All were in favor and the motion passed.

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

The board reviewed the accounts payable report for September. Ms. Gorski and Ms. Burke had some questions about the National Grid bills. They were told that National Grid is for gas for heating and hot water. The board was told that the residents pay their electric bills for their apartment and the Groveland Light bills are for common area lighting on the site and in the halls. There was discussion about the halls being too hot at times. Mr. Moody stated that he would have Bradford Plumbing look into it. Ms. Davey then made a motion to approve the payables and was seconded by Ms. Gorski. Upon a vote, the motion passed unanimously.

**Review and approval of FY20 State Year End Operating Statements and Certifications**

The board reviewed the annual year-end state filing with certifications for lead paint compliance, top five employee's compensation and certification of the year-end financial statements and tenant accounts receivable. Ms. Prunier made a motion to approve the certifications and Ms. Burke seconded. Upon a vote, the motion was approved and the commissioners signed the state forms.

**Review and Approval of FY21 State Operating Budget**

The board reviewed the state operating budget for FY21. Mr. Hart reminded them that this is a planning document based on prior years' funding resources and spending priorities. Ms. Prunier made a motion to approve the state budget and was again seconded by Ms. Burke. The motion passed unanimously.

**Comment Period for Commissioners and Public**

Mr. Moody stated that the sidewalks had been marked by the utility companies and we now need a schedule from Larovere Companies so that tenants can be notified. Ms. Prunier asked about the possibility of installing HEPA air purifiers in the Community Room. Mr. Moody responded that the

Community Room has seen very light usage lately but he would look into availability. Gutters and shutters were also discussed with the gutters needing cleaning and some shutters needing replacement. The shutters are two nonstandard sizes and cannot be procured off the shelf as far as we know. Mr. Moody was instructed to replace broken shutters on the front of the buildings with shutters from the back for the time being so that we do not risk losing points on a future HUD REAC inspection.

Ms. Burke said that residents were having difficulty getting quarters for the laundry machines. Ms. Gorski brought up affordable housing and said that CPA funds should be used to expand affordable housing units in the Town including purchasing houses and adding more units to existing buildings. Ms. Gorski is the housing authority's representative on the Community Preservation Committee. She added that it would be helpful to have a grant writer.

### **Adjournment**

Ms. Davey made a motion to adjourn at 5:34 P.M. Ms. Burke seconded the motion and the meeting was adjourned.