

**MINUTES OF THE MEETING
OF THE GROVELAND HOUSING AUTHORITY
HELD ON February 22, 2023**

The Commissioners of the Groveland Housing Authority (GHA) met in a regular meeting in a conference call format using the GoToMeeting application. This was in response to the resurgence of the Covid-19 virus and its variants. Chairperson Prunier called the meeting to order at 4:30 P.M. Ms. Burke made the first motion, and Mr. Jackson seconded the motion. All were in favor of starting and called the roll with the following responses:

Present

Kathleen Prunier
Elizabeth Gorski
Kimberly Jackson
Inger Burke

Absent

Elaine Davey

Also present at the meeting were the Managing Director, Clara Ruiz Vargas, Dan Dellea, Marilyn Daniel and Alex Torres.

Review and Approval of the Minutes of the Meeting of January 31, 2023

Ms. Prunier motioned to approve the meeting minutes of January 31, 2023, with a second from Mr. Jackson. The motion passed unanimously, and minimal discussion was ensured.

Review and Approval of Accounts Payable for January 2023

Ms. Gorski motioned to approve the Accounts Payable Report for January 2023, with a second from Ms. Burke. All were in favor. Mr. Jackson inquired about the high-water bill at 82B Gardner Street. Ms. Ruiz Vargas informed the board that an inspection had been scheduled with Groveland Water Department (GWD) to determine the cause of the high-water bill. Mr. Dellea also expressed to the board that Building #4 at Rivers Pine is also being inspected by GWD for the same issues.

Review of DHCD Resident Service Coordinator (RSC) Grant Reporting

Ms. Ruiz Vargas informed the board that RSC grant reporting is submitted to DHCD annually, demonstrating her progress within each category listed. Ms. Prunier commented that Ms. Redden, RSC had quite a few interactions with GHA tenants. The board expressed their gratitude and appreciation for the work well done by Ms. Redden.

Review of DHCD Public Housing Notice #2023-01-Guidience Related to Animals in Public Housing

Ms. Ruiz Vargas informed the board of the importance of the notice, and Ms. Prunier expressed it was a detailed report. Ms. Ruiz Vargas reassure the board that GHA staff will continue to educate themselves on this issue, which continues to be an ongoing problem throughout all housing authorities in Massachusetts.

Review of Work Orders for February 2023

Ms. Gorski inquired about the work orders of no heat in a few units. Mr. Torres explained some of the calls were about thermostat malfunctions, and others were for hot water not being hot enough. Mr. Dellea and Mr. Torres explained that, luckily, these calls were not during the recent cold spell.

Report of the Managing Director

Ms. Ruiz Vargas updated the board with upcoming projects and the bid proposal for the entry door results. Ms. Prunier inquired if there be any additional cost related to this project on behalf of the architect. Mr. Dellea replied that the electronic bidding process would be an additional cost of about eight hundred dollars. Ms. Ruiz Vargas also informed the board that HUD and DHCD approved the FY23 budget, and the laundry bid proposal would be put out to bid in April.

New Business

Ms. Ruiz Vargas shared with the board that all tenants will receive a memo reminding them that snow removal is considered an emergency; therefore, the maintenance crew will be cleaning sidewalks and driveways early mornings and late evenings.

New Business

None to report

Comment Period for Commissioners and Public

No other matter was presented at this time.

Adjournment

There was no further discussion; Ms. Gorski motioned to adjourn at 5:15 P.M. Then, Ms. Burke seconded the motion, all were in favor, and the meeting was adjourned.