

RECEIVED

REGULAR MEETING OF THE WESTFIELD HOUSING AUTHORITY

MAR 13 2026

January 14, 2026

WESTFIELD CITY CLERK

I The meeting was called to order at 5:30 P.M. in the Authority office by Chairperson Mulligan with the following members present: Commissioner Mulligan, Commissioner Murray, Commissioner Carmichael and Commissioner Cisek. Also present: Daniel J. Kelly, Executive Director, Karen Casey, Operations Manager Administrative and Joseph Casey, Operations Manager Maintenance. At this time the Chairperson announced that no video or audio recording was being made of this meeting.

II Upon the motion of Commissioner Murray and seconded by Commissioner Cisek it was  
VOTED: That the minutes of the Regular meeting of December 9, 2025, be approved as printed. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.

III BILLS

1. Bills pertaining to the Revolving Account were read and upon the motion of Commissioner Cisek and seconded by Commissioner Murray it was  
VOTED: That all bills be paid. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.

2. Bills pertaining to Project 400-1 were read and upon the motion of Commissioner Murray and seconded by Commissioner Cisek it was  
VOTED: That all bills be paid. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.

3. Bills pertaining to Project 689-C were read and upon the motion of Commissioner Cisek and seconded by Commissioner Murray it was  
VOTED: That all bills be paid. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.

IV COMMITTEE REPORTS

1. Upon the motion of Commissioner Murray and seconded by Commissioner Cisek it was  
VOTED: to accept the Treasurer's Report. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.

2. Upon the motion of Commissioner Cisek and seconded by Commissioner Murray it was  
VOTED: to accept the Consolidated Expenditure report. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.

3. Upon the motion of Commissioner Murray and seconded by Commissioner Cisek it was  
VOTED: to accept the trial balances for all programs – 400-1, 689, MRVP, General Fund, HUD Section 8, Modernization. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.

V COMMUNICATIONS

1. Westfield Athenaeum
2. Tenant Slip/Fall

VI REPORT OF EXECUTIVE DIRECTOR

1. Modernization Report (enclosed)
2. Budgets – Board was informed budgets for FY ending 3/31/27 will be presented at February meeting.
3. Meeting Date/Time (N.B.)
4. Certificate of Final Completion – JFK Fire Alarms (N.B.)
5. Section 8 Annual Plan (N.B.)
6. Executive Director Contract (N.B.)

VII OLD BUSINESS

1. Tenant Update – Three (3) court cases this week with tenants at Ely, JFK and Washington House.

VIII NEW BUSINESS

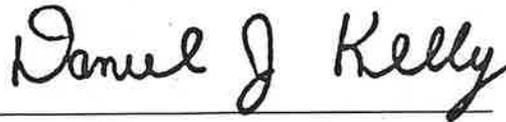
1. Meeting Date/Time – Upon the motion of Commissioner Murray and seconded by Commissioner Cisek it was  
VOTED: To convene next Board meeting on Monday, February 23, 2026, at 5:30 pm. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.
2. Certificate of Final Completion – JFK Fire Alarms – Upon the motion of Commissioner Cisek and seconded by Commissioner Murray it was  
VOTED: To approve Certificate of Final Completion (JFK Fire Alarms) and final payment of \$14,500.00 to Icon West Corp. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.
3. Section 8 Annual Plan – Upon the motion of Commissioner Murray and seconded by Commissioner Cisek it was  
VOTED: To approve Annual Plan (4-1-26) and forward to HUD for approval. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.
4. Executive Director's Contract – Upon the motion of Commissioner Murray and seconded by Commissioner Cisek it was

VOTED: To approve one (1) year at will contract for Executive Director and send to EOHLC for their approval. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.

IX ADJOURNMENT

Upon the motion of Commissioner Murray and seconded by Commissioner Carmichael it was

VOTED: To adjourn at 6:10 pm. Unanimous vote 4 to 0. Ayes: Mulligan, Murray, Carmichael, Cisek.



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Daniel J. Kelly  
Executive Director and Secretary

