

REGULAR MEETING OF THE WESTFIELD HOUSING AUTHORITY

March 10, 2020

I The meeting was called to order at 6:00 P.M. in the Authority office by Chairperson Murphy with the following members present: Commissioner Murphy, Commissioner Mulligan, Commissioner Murray and Commissioner Carmichael. Also present: Daniel J. Kelly, Executive Director, Karen Casey, Operations Manager Administrative and Thomas Fanion, 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 Mulligan and seconded by Commissioner Murray it was
VOTED: That the minutes of the Special meeting of February 11, 2020 be approved as printed.

III BILLS

1. Bills pertaining to the Revolving Account were read and upon the motion of Commissioner Murray and seconded by Commissioner Mulligan it was
VOTED: That all bills be paid.

2. Bills pertaining to Project 400-C were read and upon the motion of Commissioner Mulligan and seconded by Commissioner Carmichael it was
VOTED: That all bills be paid.

3. Bills pertaining to Project 689-C were read and upon the motion of Commissioner Carmichael and seconded by Commissioner Murray it was
VOTED: That all bills be paid.

IV COMMITTEE REPORTS

1. Upon the motion of Commissioner Mulligan and seconded by Commissioner Murray it was
VOTED: to accept the Treasurer's Report.

2. Upon the motion of Commissioner Murray and seconded by Commissioner Mulligan it was
VOTED: to accept the Consolidated Expenditure report.

3. Upon the motion of Commissioner Carmichael and seconded by Commissioner Murray it was
VOTED: to accept the trial balances for all programs – 400-C, 689, MRVP, General Fund, HUD Section 8, Modernization.

RECEIVED

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WESTFIELD CITY CLERK

V COMMUNICATIONS

1. DHCD – Census Worker’s Income Exclusion
2. DHCD – Notice of Funding – Mass Rental Voucher
3. DHCD – Annual Plan
4. City of Westfield – Grant Funds
5. DHCD – Health/Safety Awards
6. DHCD – Resident Service Coordinator
7. DHCD – Subsidy Agreement

VI REPORT OF EXECUTIVE DIRECTOR

1. Modernization
 - A. WH Elevator – Associated Elevator is ahead of schedule. Project should be completed within the month if there are no issues.
 - B. McGinn Boilers – Authority is waiting on Adams Plumbing to determine starting date to replace the boilers at McGinn.
 - C. McGinn Windows - Authority waiting for Northeast Noise Abatement Corporation to determine starting date for replacement of windows at McGinn.
 - D. WH Paving – Tighe & Bond will determine bid date for the paving of the parking lots at the Washington House.
2. Resident Service Coordinator – The Authority has received a grant award for a Resident Service Coordinator. A formal announcement will be in Peabody, MA on March 19, 2020.
3. FY 2020 Write-Offs (N.B.)

VII OLD BUSINESS


None

VIII NEW BUSINESS

FY 2020 Write-Offs – Upon the motion of Commissioner Mulligan and seconded by Commissioner Murray it was
VOTED: to authorize nineteen (19) write-offs in the amount of \$29,897.50 for the fiscal year ending March 31, 2020.

IX ADJOURNMENT

Upon the motion of Commissioner Mulligan and seconded by Commissioner Carmichael it was
VOTED: to adjourn at 6:31 pm.


Daniel J. Kelly, Executive Director and Secretary