

RECEIVED

SPECIAL MEETING OF THE WESTFIELD HOUSING AUTHORITY

JUN - 8 2021

2:50PM

WESTFIELD CITY CLERK

April 14, 2021 9:30 A. M.

Pursuant to Governor Baker's March 12, 2020 order suspending certain provisions of the Open Meeting Law G. L. C. 30A, 20 and the Governor's March 15, 2020 order imposing strict limitations on the number of people that may gather in one place, the meeting of the Westfield Housing Authority was conducted via remote participation. Specific information was provided on the City of Westfield website at www.cityofwestfield.org. No in person attendance of members of the public was possible.

- I The meeting was called to order at 9:30 A.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 Murray and seconded by Commissioner Mulligan it was
VOTED: That the minutes of the Special meeting of March 10, 2021 be approved as printed. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.
- III BILLS
 1. Bills pertaining to the Revolving Account were read and upon the motion of Commissioner Mulligan and seconded by Commissioner Murray it was
VOTED: That all bills be paid. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.
 2. Bills pertaining to Project 400-C were read and upon the motion of Commissioner Carmichael and seconded by Commissioner Mulligan it was
VOTED: That all bills be paid. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.
 3. Bills pertaining to Project 689-C were read and upon the motion of Commissioner Murray and seconded by Commissioner Mulligan it was
VOTED: That all bills be paid. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.
- IV COMMITTEE REPORTS
 1. Upon the motion of Commissioner Murray and seconded by Commissioner Carmichael it was

VOTED: to accept the Treasurer's Report. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.

2. Upon the motion of Commissioner Mulligan and seconded by Commissioner Murray it was

VOTED: to accept the Consolidated Expenditure report. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.

3. Upon the motion of Commissioner Carmichael and seconded by Commissioner Mulligan it was

VOTED: to accept the trial balances for all programs – 400-C, 689, MRVP, General Fund, HUD Section 8, Modernization. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.

V COMMUNICATIONS

1. Commonwealth of MA – Wage Rates
2. DHCD – Budget Revision 1: Approval (400-1, 689)
3. DHCD – Coronavirus Relief Bill
4. DHCD – Contract for Financial Assistance
5. DHCD – Rent Determination/Eviction Moratorium

VI REPORT OF EXECUTIVE DIRECTOR

1. Modernization
 - A. McGinn Boilers – All boilers have been installed. Authority is waiting on Adams Plumbing to repair plumbing and electrical issues before Certificate of Substantial/Completion is done.
 - B. McGinn Windows – Contractor (NENA Construction) looking for start up date. Most tenants will be vaccinated by next week, Authority will make determination of possible starting dates.
 - C. WH Elevator – As of April 1, 2021, elevators at the Washington House have been turned over to authority. Associated Elevator will be maintaining elevators.
2. Section 8 Administrative Plan (N. B.)
3. Contract for Financial Assistance (N. B.)
4. Executive Director's Contract – approved by DHCD effective April 1, 2021 for two years.
5. Board Meeting (N. B.)

VII OLD BUSINESS

1. Tenant Update – Issues at the Washington House – Authority with assistance from RCAT'S have published the flooring project in the Central Register. Ventilation specifications are being completed by Hesnor Engineering. Florek Construction will be replacing fire doors.

2. COVID Vaccine – Over 300 residents will be fully vaccinated by April 19, 2021.

VIII NEW BUSINESS

1. Section 8 Administrative Plan – upon the motion of Commissioner Mulligan and seconded by Commissioner Murray it was
VOTED: to change language in the Section 8 Administrative Plan that includes “a preference to applicant who live or work in Westfield.
Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.
2. Contract for Financial Assistance #13 – upon the motion of Commissioner Murray and seconded by Commissioner Mulligan it was
VOTED: to approve and authorize Chairperson to sign Contract for Financial Assistance #13 which increases amendment amount to \$982,266.00 for FY 2023 and 2024 for the preservation and modernization of state-aided Public Housing. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.
3. Board Meeting – upon the motion of Commissioner Carmichael and seconded Commissioner Mulligan it was
VOTED: to convene next board meeting on Wednesday, May 12, 2021 at 9:30 A. M. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.

IX ADJOURNMENT

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

VOTED: to adjourn at 9:58 A. M. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.


Daniel J. Kelly
Executive Director and Secretary

