

REGULAR MEETING OF THE WESTFIELD HOUSING AUTHORITY

May 12, 2021

Pursuant to Governor Baker's March 12 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, this meeting of the Westfield Housing Authority will be held via Zoom teleconference.

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 and Karen Casey, Operations Manager Administrative. 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 Carmichael it was
VOTED: That the minutes of the Special meeting of April 14, 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.

5. Holiday (N.B.)

VII OLD BUSINESS

1. Tenant Update – Authority finished COVID vaccinations in all 667 projects April 19, 2021. Approximately 130 tenants received the vaccine.
2. A grievance hearing is being conducted for tenant accused of smoking in unit.

VIII NEW BUSINESS

1. Year End Statements – Upon the motion of commissioner Mulligan and seconded by Commissioner Murray it was
VOTED: to approve Year End Statements (3-31-21) and all Year End Certifications and send to DHCD for approval. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.
2. Meeting Date – Upon the motion of Commissioner Carmichael and seconded by Commissioner Mulligan it was
VOTED: to convene next Board meeting (Annual) on Tuesday, July 13, 2021. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.
3. Personnel Policy – Upon the motion of Commissioner Mulligan and seconded by Commissioner Carmichael it was
VOTED: to edit paragraph in vacation allowed which will state employee receives two-week vacation after one year of service. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.
4. Holiday – Upon the motion of Commissioner Murray and seconded by Commissioner Mulligan it was
VOTED: to confirm and add to Personnel Policies June 19th (Juneteenth) as an Authority holiday beginning this June 2021. 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 9:52 a.m. Unanimous vote 4 to 0. Roll call vote, Ayes: Murphy, Murray, Mulligan, Carmichael.


Daniel J. Kelly
Executive Director and Secretary