



# South Hadley Housing Authority

A Regular Meeting of the South Hadley Housing Authority was held on August 21, 2019, at 4:30 pm

The members of the South Hadley Housing Authority of Commissioners met in regular session at 69 Lathrop Street in the Town of South Hadley, MA, at 4:30 pm.

The following attendance was recorded: Members present were James Menard/Chair, Matthew Brunell/Assistant Treasurer. Christine Blaney, Vice Chair. Others in attendance were Jean Leonard, and Bridgette O'Leary Sullivan, Tenants of The South Hadley Housing Authority

## Minutes:

Minutes for the meeting July 17, 2019 were reviewed by the Board. Christine Blaney made the **motion** to accept the minutes as presented. Matthew Brunell seconded, and the motion was carried 3-0

## Acting Directors Report:

Acting Director, Bridgette O'Leary Sullivan updated the Board on all current Vacancies/Projects and happenings amongst The Authority.

## Maintenance Report:

Christine Blaney made the **Motion** to accept the maintenance report as presented. Matthew Brunell seconded the motion. The motion was approved 3-0

## Financial /Bills:

The Commissioners received the Treasurer's Report, Accountants monthly report, and a balance on accounts Report for July 2019. The report provided information explaining the 705-1 and 667 account receivable balances. Following review and discussion, The current bills for the South Hadley Housing Authority were reviewed for the period from 07/17/2019 to 8/21/2019. **Motion** was made by Christine Blaney and seconded by Matthew Brunell to accept the bills as presented. The motion was passed 3-0.

## Unfinished Business:

The Board was updated on the current status of the Newton Manor Roof Replacement and associated removals of existing roofs project.

## New Business #1:

With the discussion of disposal of assets Board vote was needed. **Motion** was made by Christine Blaney for Disposal of all non-working stoves. Matthew Brunell seconded the motion.

Discussion was then held on the new 2020 Capital Improvement Plan that carries through 2023. **Motion** was made by Christine Blaney to accept the Capital Improvement plan. The motion was then seconded by Matthew Brunell. The Motion was approved unanimously.



Discussion was tabled on topic of purchase of a Golf Cart for maintenance, upon discussion with fee accountant Gary DePace.

**All Other Business:** Local tenants at the meeting then requested to speak about concerns among South Hadley Housing Authority.

Concerns were as follows: Window washing, Bush and Shrub up-keep. Handicap ramps. Cement walkways.

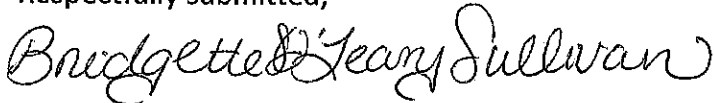
Tenants also expressed their concerns about in the past not being able to voice their thoughts or issues without fear of re-percussions.

The Board pointed out to the tenants that last month a new formal grievance procedure was adopted. As well as a formal grievance panel. The panel consists of un-biased third-party members from the surrounding communities. Grievance procedure policies are kept in all community rooms at The South Hadley Housing Authority.

The Board was then advised that there was no other business to come before the meeting.

With no other business to come before this meeting, **motion** was made by Matthew Brunell and seconded by Christine Blaney that the meeting be adjourned at 6:15 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Bridgette O'Leary Sullivan". The signature is written in dark ink and is positioned above the typed name.

Bridgette O'Leary Sullivan/Acting secretary to the Board