



# South Hadley Housing Authority

A Regular Meeting of the South Hadley Housing Authority was held on September 19, 2019, at 4:00 pm

The members of the South Hadley Housing Authority of Commissioners met in regular session at 643 Newton Street in the Town of South Hadley, MA, at 4:00 pm.

The following attendance was recorded: Members present were James Menard/Chair, Christine Blaney/Vice Chair, John Duda/Treasurer, Matthew Brunell/Assistant Treasurer and Annie Perez/Member. Others in attendance were Jean Leonard, Bridgette Sullivan, and several residents of Lathrop Village and Newton Manor.

## Minutes:

Minutes for the special meeting of 8/31/2019 were reviewed by the Board. Christine Blaney made the motion to accept the minutes as presented. Matthew Brunell seconded, and the motion was carried 5-0.

## Acting Directors Report:

Acting Director, Bridgette O'Leary Sullivan updated the Board on all current Vacancies/Projects and happenings amongst The Authority. Anne Blaney-Perez made the **Motion** to accept the Acting Directors report. John Duda seconded the motion. The motion was approved 5-0.

## Maintenance Report:

Christine Blaney made the **Motion** to accept the maintenance report as presented. Matthew Brunell seconded the motion. The motion was approved 5-0

## New Business # 1:

The New Personal Policy for South Hadley Housing Authority was reviewed and discussed by the Board. The new policy will be signed by all employees of The Authority. Anne-Blaney-Perez made the **Motion** to accept the new Personal Policy as presented. Matthew Brunell seconded the motion. The motion was approved unanimously.

Re-Organization of The Board was then discussed. Matthew Brunell made the **Motion** to keep The Board in current in roles. Anne Blaney-Perez seconded the motion.

Discussion was then held on each Board Member choosing a project to oversee at The Authority. Treasurer John Duda is looking to oversee a garden club. Annie Blaney-Perez will help with new activities amongst tenants. Assistant treasurer Matthew Brunell has taken on the venture of the new pool table that has been donated by the council on aging. Chair James Menard will be helping pick out new paint colors for tenant building hallways and handrails.



**Vacancy Report:**

Acting Director, Bridgette Sullivan updated the Board on all current vacancies.

**Financial /Bills:**

The current bills for the South Hadley Housing Authority were reviewed for the period from 8/30/2019 to 9/19/2019. **Motion** was made by Annie Blaney-Perez and seconded by Matthew Brunell to accept the bills as presented. The motion was passed 5-0.

**Unfinished Business:**

The Board was given updates on Newton Manor Roof and Gutter Project as well as Lathrop Village Window project.

**All Other Business:** Tenants issue concerning pets and seeking a new pet policy was then brought to The Board. With tenants matters at hand, the office is developing a new pet's policy that better fits The Authority and its residents. The new pet's policy will be examined and voted on at the next meeting.

With no other business to come before this meeting, motion was made by John Duda and seconded by Annie Perez that the meeting be adjourned at 5:10 p.m.

Respectfully submitted,

Bridgette O'Leary Sullivan /Acting secretary to the Board