A Special Meeting of the South Hadley Housing Authority was held on November 1, 2019, at 4:00 pm

The members of the South Hadley Housing Authority of Commissioners met in special session at 69 Lathrop Street in the Town of South Hadley, MA, at 4:00 pm.

The following attendance was recorded: Members present were James Menard/Chair, Annie-Blaney Perez/Member, John Duda/Treasurer, Matthew Brunell/Assistant Treasurer. Others in attendance were Jean Leonard, Christine Evans. Absent: Christine Blaney.

Minutes
Minutes for the regular meeting of 10/16/19 were unavailable, and will be presented at the Regular meeting of the Board on November 20, 2019.

Vacancy Report
Acting Director Bridgette O’Leary Sullivan reported that there are currently three vacancies.

Bills/Financial: Motion was made by John Duda to approve the bills for the period 10/16/2019 to 11/1/2019. Matthew Brunell seconded and the motion was carried 4-0.

Unfinished Business: Discussion was held regarding the new pool table. It is now in place in the Community Room and is being enjoyed by residents and guests.

New Business: Discussion was held regarding the floor replacement at the 689 on Abbey Street (DHCD # 275062). Following lengthy discussion, it was agreed that Bridgette Sullivan would contact the RCAT representative for a review of why only part of the flooring is being replaced and not all of the flooring. Considering some of the flooring in the bedroom area that was not included in the project is already in disrepair. The project will come back to the table after more review.

All Other Business: In other business, a letter was received notifying the Board of the retirement of the Executive Director, effective 10/31/2019. Motion was made by John Duda to accept the letter of retirement as submitted. Matthew Brunell seconded the motion, and it was carried by a vote of 4-0.

With this action, the next step is to proceed with the process of notifying DHCD, and moving toward the hiring of a new E.D. Following discussion of this process, John Duda made the
motion to appoint Chris Evans and Jean Leonard to serve as executive Search Consultants for the completion of this process. Matthew Brunell seconded the motion, and it was carried 4-0. In keeping with this process, volunteers from the Board are needed to serve as a Selection Committee for this purpose. James Menard and John Duda have volunteered for this purpose.

With no other business to come before the meeting, John Duda made the motion to adjourn the meeting at 5:10 p.m.

Respectfully submitted,

Bridgette O'Leary Sullivan

Bridgette O'Leary Sullivan /Acting Executive Director