



**WINTHROP HOUSING AUTHORITY
9 GOLDEN DRIVE
WINTHROP, MASSACHUSETTS 02152
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Meeting Date: **September 28, 2020**

Remote GoTo Meeting per Notice Coordinates (attached)

CALL TO ORDER AT 7:00 by Chairman Richard Honan

ROLL CALL:

Present: Frank R. Ferrara, Fred Silck, Peter T Gill, Richard Honan, Peter A. Caggiano

Also present was Peg Tiernan Lyons, Executive Director and ex-officio Secretary. After Roll Call, a quorum was present and the Meeting was called to order by Chairman Honan

Public Comment: Golden Drive tenant John Morgan was present, by phone, and declined to comment.

DIRECTORS REPORT:

The Disbursement record for the period August 20, 2020 through September 28, 2020 including bills totaling \$462,327,17 (includes Retirement Board disbursement \$218,676) were presented and reviewed by all members. After discussion, a motion was made by Mr. Peter Gill and seconded by Fred Silck to accept the bills with authorization as presented. All in favor. Members will sign Disbursement record electronically.

OLD Business:

Mrs. Lyons presented WHA's FY 2020 Annual Report to the Town

Governor Baker's Eviction Moratorium ends October 17, 2020. See CDC Moratorium Criteria and Affidavit. Bills have been filed in Legislature to extend into next year. Discussion of Accounts receivable, and delinquent tenants.

Project Status:

FISH 346114 Fence Project

Fence Project 346114 demolition is complete, with new chain link section being completed as well. We mandated the mow strip depth be 2-4 inches, therefore requiring contractors to fill trench with stone/dirt rather than mulch. Agreed and Completed. Wooden guard rail under construction. Discussion.

WHA received COVID funds from DHCD, to reimburse up to \$324/unit for total of \$138,996. We are keeping strict records, and spreadsheet for all expenses compatible with spending guidelines.

FISH 346110 Morton Street 2nd Floor Bath and Kitchen

Contracts were distributed and signed by Contractor, A&R Construction, Inc of Salem, MA and WHA. Upon receipt of signed contracts and bonds from DHCD, we will conduct a pre-construction meeting and issue a Notice to Proceed

DHCD issued FY 2021 Operating Budget Guidelines. As anticipated, there is a reduction in ANUEL. Gordon Griffin Accountants are working with us, and we will have anticipated budget soon. Discussion included reduction of spending by 4% and permitted use of Reserves to cover deficiency. Guidelines were distributed to Board Members

Discussion of COVID activity; Winthrop is still in Red zone as a high-risk community. Discussion of anticipated opening and other changes, including no large tenant gatherings. Chairman Honan stated there should be no changes to current COVID policies at this time. Community Building and Golden Drive laundry is to remain closed to the public for health and safety of all. All members agreed.

Lots of calls regarding tenant behaviors; people are restless, tired of sheltering in place and fearful of the virus.

New Business:

DHCD had published guidelines for "re-opening" based on COVID phases - PHN previously sent. Because Winthrop is still in a "Red" zone, it is advised that we suspend Annual Health and Safety Inspections, until safe to do so. DHCD's facility management team, who agrees. Bob Arsenault, our DHCD Facility Management Specialist sent e-mail agreeing with the delay decision. Notices will be sent to tenants requesting they call with urgent work order requests (being done). WHA will set up Safety inspections of all units that have battery smoke detectors

For all deferred inspections, the WHA shall:

- a) Notify affected residents that annual inspection requirements have been deferred
- b) Document and cite the reason that the LHA has elected to defer annual inspections
- c) Contact the occupant(s) of these units to establish there are no critical complaints, especially any related to state sanitary code.

We have been addressing common area sanitizing's, completing many, many work orders.

The Board of Public Health still has an active No Visitor policy in affect at WHA.

A Special Meeting will be convened upon receipt of Accountant's Draft of FY21, based on DHCD Guidelines.

Director Lyons attended the Virtual 2020 MassNAHRO Conference with workshops.

There being no further business, motion to adjourn was made by Peter Gill and seconded by Fred Silck at 7:45 PM. All in Favor