



**WINTHROP HOUSING AUTHORITY
9 GOLDEN DRIVE
WINTHROP, MASSACHUSETTS 02152
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Special Meeting Date: **October 20, 2020**

Remote GoTo Meeting per Notice Coordinates (attached)

CALL TO ORDER AT 3:40 PM by Chairman Richard D. Honan

ROLL CALL:

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

Absent: None

Also present was Fee accountant James Griffin from Gordon Griffin LLC and Peg Tiernan Lyons, Executive Director and ex-officio Secretary. After Roll Call, a quorum was noted and the Meeting was called to order by Chairman Honan.

Public Comment: Winthrop resident and Mi Amore officer Shannon Poulos was present.

Minutes of the Regular meeting September 28, 2020 were reviewed. Discussion. Motion to accept minutes was made by Mr. Peter Gill. Discussion. Motion was seconded by Mr. Silck. All in favor, Chairman declares motion passes

The Disbursement record for the period September 29, 2020 through October 20, 2020 including bills totaling \$86,919.11 were presented and reviewed by all members. After discussion, a motion was made by Peter T. Gill and seconded by Frank R Ferrara to accept the bills with authorization as presented. All in favor. Members will sign Disbursement record electronically (done).

Project Status:

FISH 346114 Fence Project

Director Lyons informed members the project is approaching Substantial Completion. Director requests authorization from Board to Accept Certificate of Substantial Completion, upon submittal by Contractor and inspected with recommendation by Architect Andrew Ferentinos. Discussion. MOTION by Peter T Gill authorizing Director Lyons to sign Certificate of Substantial Completion, seconded by Peter Caggiano. All in Favor; Chairman Honan declares Motion passes.

FISH 346110 Morton Street 2nd Floor Bath and Kitchen

Contracts were signed by all parties, including contractor A&R Construction, WHA and DHCD. A pre-construction meeting was held, and Notice to Proceed was executed effective October 7, 2020. Mrs. Lyons presented WHA's FY 2021 proposed Budget. James Griffin from Gordon/Griffin very familiar with our records, and computed and composed as submitted to members.

DHCD issued FY 2021 Operating Budget Guidelines.

Members had been provided DHCD FY 2021 Operating Budget Guidelines, PHN 2020-30. As anticipated, there is a reduction in ANUEL. Gordon Griffin Accountants' James Griffin worked on our budget with Mrs. Lyons, as sent to Members previously. Discussion of 400-1 Budget, then 689-1 Budget. Mr. Griffin and Director Lyons went through income and expense line items.

400-1 Budget:

MOTION: Peter Caggiano moved that the proposed Operating Budget for State-aided Housing of Winthrop Housing Authority, **Program 400-1** for Fiscal Year ending June 30, 2021 showing Revenue of **\$2,621,650** and Total Expenses of **\$2,809,269**, thereby requesting a subsidy of **\$191,669**, and further the Executive Director's total annual salary of \$96,597 for FY 2021 be submitted to DHCD for its review and approval.

Seconded by Fred Silck. Upon roll-call, was passed by a Vote of five to zero with no absences. Chairman Honan declares motion and budget passes.

RD Honan	Aye
PT Gill	Aye
F Silck	Aye
F Ferrara	Aye
P Caggiano	Aye

689 Morton Street Budget:

MOTION: Peter T Gill moved that the proposed Operating Budget for State-aided Housing of Winthrop Housing Authority, **Program 689-1** for Fiscal Year ending June 30, 2021 showing Revenue of **\$33,268** and Total Expenses of **\$32,870**, thereby requesting a subsidy of **\$0**, and further the Executive Director's total annual salary of \$96,597 for FY 2021 be submitted to DHCD for its review and approval.

Seconded by Fred Silck. Upon roll-call, was passed by a Vote of five to zero with no absences. Chairman Honan declares motion and budget passes.

Richard D Honan	Aye
Peter T Gill	Aye
Frederick Silck	Aye
Frank R Ferrara	Aye
Peter Caggiano	Aye

Director Lyons inquired if Board wished to meet in Regular Session on Monday October 26, 2020

Motion by Peter Gill in favor of not convening Regular meeting of October 26, 2020 as relevant topics have been discussed in Public Session at this Special Meeting. Seconded by Frank R Ferrara. Chairman Honan declares motion passes unanimously.

There being no further business, motion to adjourn was made by Peter Gill seconded by Peter Caggiano at 4:45 PM All in Favor