



**WINTHROP HOUSING AUTHORITY
9 GOLDEN DRIVE
WINTHROP, MASSACHUSETTS 02152
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Meeting Date: **January 14, 2021**

Remote GoTo Meeting per Notice Coordinates (attached)

CALL TO ORDER AT 3:30 PM by Chairman Peter Caggiano

ROLL CALL:

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

Absent: None

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 Chair Caggiano

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Public Comment: None

Minutes of the Regular meeting of December 21, 2020 were reviewed. Discussion. Motion to accept minutes was made by Richard Honan. Motion was seconded by Mr. Peter T Gill. Members voted; all in favor, so moved.

The Disbursement record for the period December 22, 2020 through January 14, 2021 including bills totaling **\$158,054.12** were presented and reviewed by all members. After discussion, a motion was made by Mr Gill and seconded by Frank Ferrara to accept the bills with authorization as presented. All in favor. Members will sign Disbursement record electronically.

Project Status:

FISH 346110 Morton Street 2nd Floor Bath and Kitchen

Contractor A&R Construction commenced demolition this week. Work will proceed

FISH 346113 Golden Drive Asphalt Roofs

Contracts signed

Paul DeGregorio, a Winthrop citizen, insurance company owner with no ties to WHA, has been authorized by our Tenant Association to continue serving as our Grievance Hearing Officer. Discussion.

Motion by Frank Ferrara to affirm Mr. DeGregorio's continued serving in this role. Discussion. Seconded by Peter Gill. Notice of Appointment attached.

Annual Plan

Director Lyons discussed WHA Annual Plan. A Public Hearing Must be scheduled by WHA Board of Directors between March 1 and March 31. . A quorum must be present. Lyons proposes Tuesday March 16, 2021 at 3:30 PM. Members accepted 3/16/2021 as Hearing date for Annual Plan

WHA Policies were distributed to Members in advance of meeting. Mrs. Lyons requested questions, for clarification or edits. Discussion. Will need Motion to accept the following Policies on behalf of WHA, as is or edited, by application and use in WHA Annual Plan:

Motion was made by Peter T. Gill to Accept and hereby ratify the following Policies on behalf of WHA. Discussion. Seconded by Richard D. Honan to accept policies as presented. Policies shall be kept and available at WHA Administrative Office. Motion Passes by Vote of 5-0 with No Absences
All Five members present responded with AYE to the following policies:

- Rent Collection Policy
- Personnel Policy
- Capitalization Policy (established by DHCD for Accountants)
- Procurement Policy
- Maintenance Plan, to include Routine, Emergency, Deferred maintenance
- No Smoking Policy
- Electronic Acceptable Use Policy
- Grievance Policy
- Pet Policy

Discussion of Massachusetts Legislature's pending bill to appoint/elect a Tenant Board Member to replace one of the current elected seats..

Discussion of news from State that WHA Tenants and employees "public and private low-income and affordable senior housing will be prioritized and eligible for COVID-19 vaccination at the start of Phase 2 in February. More information will become available.

WHA Maintenance Laborer Mike Balian has submitted his retirement announcement, to be effective February 28, 2021. Job advertisement has been posted and will run in the next 2 weeks local paper. The staff appreciates this opportunity to hire the most qualified worker in accordance with State regulations. Qualification of successful candidate is of extreme importance to this organization.

There being no further business, motion to adjourn was made by Mr. Honan seconded by Mr. Ferrara at 4:20 PM