

MINUTES OF A SPECIAL MEETING
- OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON MAY 9, 2017

The members of the Springfield Housing Authority met in Open Session at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts at 4:30 PM on May 9, 2017.

A copy of the Notice of Meeting, pursuant to Section 23B of Chapter 39 of the Massachusetts General Laws, as amended, with the Certificate as to Service of the Notice, was ordered spread upon the minutes of the meeting and filed for records.

NOTICE OF MEETING

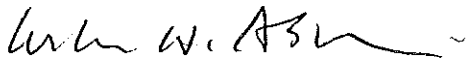
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a special Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 4:30 PM on Tuesday, May 9, 2017 in the Conference Room of the Springfield Housing Authority at 60 Congress Street, Springfield, MA 01104.

SPRINGFIELD HOUSING AUTHORITY
/s/William H. Abrashkin, Executive Director
May 5, 2017

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, William H. Abrashkin, the duly appointed and qualified Secretary of the Springfield Housing Authority, do hereby certify that on May 5, 2017 I filed in the manner provided by Section 23B, Chapter 39 of the Massachusetts General Laws, as amended, with the Clerk of the City of Springfield, Massachusetts, a Notice of Meeting of which the foregoing is a true and correct copy.

Attest:



William H. Abrashkin/Executive Director/
Secretary to the Board

Chairman Thomas called the meeting to order at 4:30 PM, and those present upon roll call were as follows:

PRESENT

Thomas Labonte
Jessica Quinonez
Angela Robles
Willie Thomas

ABSENT

Raymond Warren

ALSO PRESENT

Nicole Contois
Fidan Gousseynoff
JoAnn White

The Board reviewed the Minutes of April 18, 2017. Upon a motion made by Commissioner Labonte, seconded by Commissioner Robles, it was unanimously

VOTED: to approve the Minutes of April 18, 2017.

The Board reviewed materials and a recommendation to approve the submission of FY17 year-end financial reports, containing operating statements and balance sheets, for state programs 200-A, 400-1, 667-A, 689-C, 705-A and MRVP. In response to Chairman Thomas's question Finance Director JoAnn White stated that all agenda items can be combined into one vote. Ms. White provided a brief review of the statements, explaining that in accordance with DHCD requirements the statements must be submitted by 5/15/17. She thanked the Commissioners for accommodating the SHA request for a special meeting.

She explained that the statements include non-cash items (like OPEB) and if all the depreciation expenses are removed, all programs except for program 689-C will show income. She stated that the staff is currently in the process of reviewing and adjusting salary expenses for program 689-C. Ms. White also reported that all programs except for 400 have positive reserves. She reminded that most of the negative reserves of program 400 were a result of the federalization when lots of funds were allocated to bring the property in accordance with REAC standards. The Accounting Department has been working with DHCD representatives and fee accountant to address this issue. She expressed her hope that DHCD will be able to provide some financing to assist that program with its negative reserves situation.

Answering Chairman Thomas's inquiry about when the statements must be submitted to HUD JoAnn White and Nicole Contois explained that financial reports to HUD must be uploaded by June 1st and then audited and then brought to the Board's review. Ms. Contois explained that since federal and state programs intersect, the staff started working on preparing financial statements for federal programs earlier so that it can be incorporated to the statements to be submitted to DHCD by 5/15/17.

Ms. White explained that the statements were generated by the system based on special formulas and numbers pulled out from this year and last year. Ms. Contois indicated that the staff was working with a fee accountant familiar with state requirements to prepare the statements. Answering Commissioner Labonte's comment JoAnn White explained that the statements do not include any accounts that are over 90 days and reminded that the Board voted on writing off all tenant balances up to the end of year 2016 to clear the books. Commissioner Labonte also inquired about some programs not having PILOT [payment in lieu of taxes] payments and Ms. White explained that program 689, which is a group residency, does not pay PILOT fees. Ms. Contois clarified that PILOT payments do not include trash fees and cover police or fire services costs and the agency pays for trash removal for all its properties.

Answering Commissioner Robles's question Ms. White indicated that program 689-C is running a loss but has a very small positive reserve while program 400-1 is running a profit for the year but has very high negative reserves.

In response to Chairman Thomas's request to clarify situation with 689-C JoAnn White and Nicole Contois explained that the program does not generate enough income and the staff has been looking into ways to save money. It has been determined that current staffing allocations to this program are higher than needed since the program includes group homes and the SHA is only responsible for the systems (like plumbing), not day-to-day maintenance. Ms. Contois indicated that the program includes 32 units at Eagan and Manhattan Street and 16 Gandara units for recovering alcoholics at Arch Street.

There being no further business to come before the members of the Springfield Housing Authority Board, upon a motion made by Commissioner Labonte, seconded by Commissioner Robles, it was unanimously

VOTED: To adjourn the Open Session of a Special Meeting of the Springfield Housing Authority at 4:48 PM.

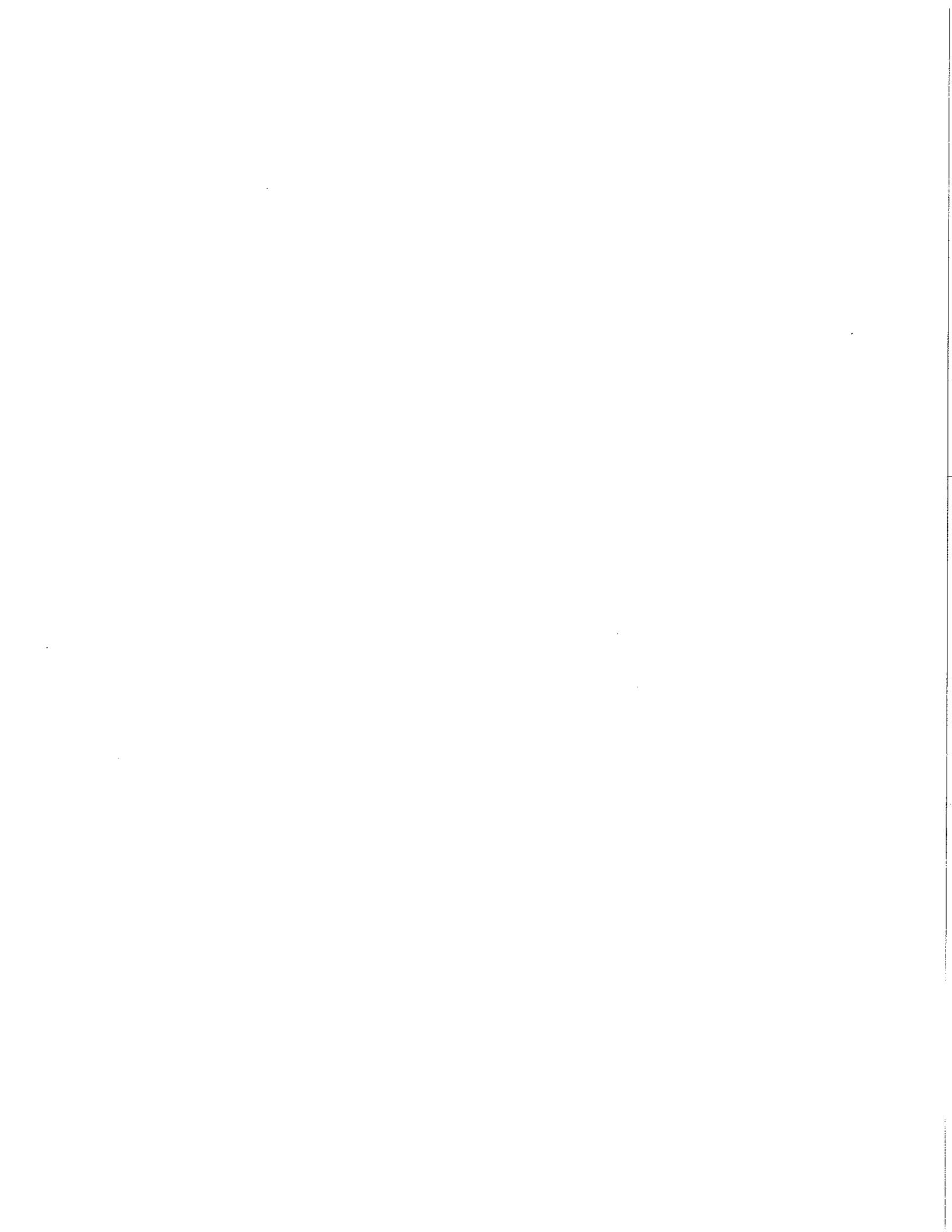
ATTEST:



Willie Thomas, Chairman



William H. Abrashkin, Executive Director (based on the staff's report)



FISCAL YEAR-END SCHEDULE OF ALL POSITIONS AND COMPENSATION

Fiscal Year Ending:
(Note: this must reflect the five (5) highest paid employees)

LHA: Springfield, MA

Unit & Program Count	Total Number	c 400-1	c 400-9	S-8 NC	c 633	MRVP	Other- State	Federal	Others
	5,501	365		166	46	288		4,636	

Position	Compensation from the LHA State Portfolio Funds	Compensation from Related Organizations and Other Resources	Overtime			Other Compensation or Allowances	Total Compensation Package
			State	Federal	Other		
Position Title							
Executive Director	14,654.90	131,894.02				1,850.00	148,398.92
Dep. Executive Director	13,128.32	87,858.84					100,987.16
Dep. Executive Director	13,128.32	87,858.84					100,987.16
Dep. Executive Director	28,983.31	72,003.85					100,987.16
Real Estate Developer	0	100,987.16					100,987.16

By completing this page, the LHA Board and the Executive Director hereby certify under pains and penalties of perjury that the above information is true and correct. The Department of Housing and Community Development will pursue any and all legal action for any false statements. False statements made herein may be subject to criminal and/or civil penalties.

Title	Signature	Date
Chairperson	<i>[Signature]</i>	5/16/2017
Vice-Chairperson	<i>[Signature]</i>	5/16/2017
Treasurer	<i>[Signature]</i>	5/16/17
Member	<i>[Signature]</i>	5/16/17
Member	<i>[Signature]</i>	5/17/17
Executive Director	<i>[Signature]</i>	5/16/17

The Department of Housing and Community Development is not requesting the names of individuals in the positions reported on this form.

To complete this form please follow the instructions on the next page:

