

MINUTES OF A SPECIAL MEETING
- OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON JUNE 14, 2018

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 June 14, 2018.

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 Thursday, June 14, 2018 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
June 12, 2018

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 June 12, 2018 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

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
Raymond Warren

ABSENT

ALSO PRESENT

William Abrashkin
Priscilla Chesky, Lyon & Fitzpatrick
Nicole Contois
Leo Dauwer, Dower & Associates
Fidan Gousseynoff
Kathy Hardy

The Board reviewed the Minutes of May 17, 2018. Upon a motion made by Commissioner Labonte, seconded by Commissioner Warren it was unanimously

VOTED: to approve the Minutes of May 17, 2018.

The Board reviewed the Minutes of May 21, 2018. Upon a motion made by Commissioner Labonte, seconded by Commissioner Quinonez it was unanimously

VOTED: to approve the Minutes of May 21, 2018.

The Board reviewed materials and a recommendation to approve the FYE 3/31/18 Schedule of Positions and Compensation - the Top 5 form. Nicole Contois explained that this form must be submitted to DHCD every year together with the year-end statements. Commissioner Labonte questioned why the form only contains titles and not names. Ms. Contois provided the names of those five employees who were included to the Top 5 form - William Abrashkin, Nicole Contois, Michelle Booth, John Healy and Jason Guyer. Upon a motion made by Commissioner Warren, seconded by Commissioner Robles it was unanimously

VOTED: to adopt Resolution #9721 to approve the attached Fiscal Year-End Schedule of All Positions and Compensation for SHA's fiscal year ended March 31, 2018 so that it can be submitted to DHCD.

Attachment 1: Top 5 Form

The reviewed materials and a recommendation to accept CDBG grant from the City of Springfield. Executive Director Abrashkin explained that the grant will fund a newly created position of the Duggan Apartment Youth Coordinator who will be running a program similar to one run by Jimmy Mitchell at Robinson Gardens. The new coordinator will be supervised by Pam Wells, Director of the Resident Services. Upon a motion made by Commissioner Warren, seconded by Commissioner Quinonez it was unanimously

VOTED: to adopt Resolution #9722 to accept CDBG grant from the City of Springfield in the amount of \$12,000 for the Duggan Apartments Youth Program and authorize Executive Director William H. Abrashkin to execute the contract with the City of Springfield Office of Community Development.

Nicole Contois left the Conference Room at 4:41 pm.

The Chairman entertained a motion to enter into Executive Session to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. Upon a motion made by Commissioner Labonte, seconded by Commissioner Robles it was by a

roll call vote (Thomas - Aye, Labonte - Aye, Quinonez - Aye, Robles - Aye, Warren - Aye) unanimously

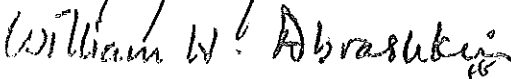
VOTED: to enter into Executive Session to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel and not to reconvene in Open Session.

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

VOTED: to adjourn the Open Session of a Special Meeting of the Springfield Housing Authority at 4:42 PM.

ATTEST:



Willie Thomas, Chairman

William H. Abrashkin, Executive Director

William H. Abrashkin, Executive Director

Fiscal Year End Forms And Certifications

Springfield Housing Authority

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Top 5 Compensation Form

Fiscal Year: 2018

* Below please enter the compensation information requested for the Top 5 highest paid employees from all funding sources. Information must be provided at the LHA's Fiscal Year End and represents the ACTUAL compensation received for the entire year, NOT the budgeted amount. Not submitting this form will prevent the LHA from submitting their year-end operating statements.

* If the position you need to select is not available in the dropdown below, it is because your Budget "Schedule of All Positions and Salaries" does not include this position. As long as it is no later than the first (1st) day of the eleventh (11th) month of the LHA's current fiscal year, please submit a budget revision with this new position, and it will then appear in the dropdown as a position for the Top 5 Highest Compensation Form below. However, if it is past that date, please reach out to the Finance Manager at DHCD.

* You are obligated to report all income received for the Fiscal Year - if you are unclear on where to report a certain type of income, please contact your HMS.

Position	Base Salary			Management Agreement		Overtime			Other Compensation			Total Compensation	Salary From Budget	% Change in Total Salary From Budget	% Change in Base Salary + Management Agreements from Budget
	State	Federal	Other	Federal/State	Other	State	Federal	Other	State	Federal	Other				
1 Executive Director	19110	0	171993	0	0	32	0	292	260	0	2340	134027	147027	32%	30%
2 Deputy Director	13269	0	88801	0	0	0	0	0	0	0	0	102070	102612	-0.5%	-0.5%
3 Deputy Director	13269	0	88801	0	0	0	0	0	0	0	0	102070	102612	-0.5%	-0.5%
4 PRCH MGR/PROJ COORD	21510	0	63437	0	0	0	0	0	2688	0	5187	82222	73327	12.1%	2.2%
5 Working Foreman	7058	51755	0	0	0	2325	17053	0	0	0	0	78191	59092	32.3%	-0.5%

- * Please consult the IRS for more information on how to assign value to these items.
- * Please report gross wages in this form.

Who completed this form? If Fee Accountant, please list name.

Michelle Desbreaux