

MINUTES OF A REGULAR MEETING
- REGULAR/OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON JUNE 16TH, 2020

The members of the Springfield Housing Authority met in Open Session remotely via telephone conference at 10:00 AM on June 16th, 2020.

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

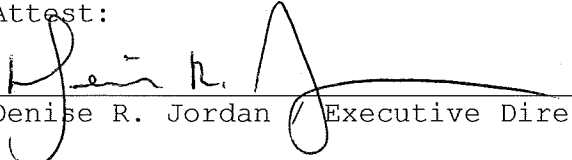
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a regular Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 10:00 AM on Tuesday, June 16th, 2020 remotely via telephone conference call.

SPRINGFIELD HOUSING AUTHORITY
/s/Denise R. Jordan, Executive Director
June 12th, 2020

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, Denise R. Jordan, the duly appointed and qualified Secretary of the Springfield Housing Authority, do hereby certify that on June 12th, 2020 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:


Denise R. Jordan / Executive Director/Secretary to the Board

Chairman Labonte called the meeting to order at 10:00AM, and those present upon roll call were as follows:

PRESENT
Thomas Labonte
Willie Thomas
Jessica Quinones
Angela Robles
Raymond Warren

ABSENT

ALSO PRESENT
Fidan Gousseynoff
Denise Jordan
Nicole Kane
Marieli Roman
Michele Decoteau
Priscilla Chesky, Esq.
John Healy

The Board reviewed the Minutes of May 19th, 2020. Commissioner Warren proposed one correction on page 1; Board Clerk Marieli Roman noted the correction. Upon a motion made by Commissioner Thomas, seconded by Commissioner Robles with Commissioner Warren abstaining and a Board of Commissioners roll -call, it was by a unanimously

VOTED: to approve the Minutes of May 19th, 2020.

Chairman Labonte commenced the Board Meeting with Agenda Item E.1. to Award a contract to The Nunes Companies, Inc. of Ludlow, MA in the amount of \$233,150.00 for Site Developments at Duggan and Dumpster Pad installation at Reed, Robinson, & Duggan utilizing Capital Improvement Funds; appoint Executive Director, Denise R. Jordan as the Contracting Officer authorizing her to execute the contract. Director of Capital Improvements & Purchasing John Healy presented agenda information explained this item is part of the SHA's Capital Plan addressing issues of erosion and regrading in the areas located at Reed, Robinson and Duggan.

There were no further questions presented on this Agenda item. Upon a motion made by Commissioner Warren and seconded by Commissioner Quinonez, following a Board of Commissioners roll -call, it was unanimously

VOTED: to award a contract to The Nunes Companies, Inc. of Ludlow, MA in the amount of \$233,150.00 for site developments at Duggan and Dumpster Pad installation at Reed, Robinson, & Duggan utilizing Capital Improvement Funds; appoint Executive Director, Denise R. Jordan as the Contracting Officer authorizing her to execute the contract.

Chairmen Labonte proceeded to item E.2 to award one (1) Architectural and Engineering contract to Roy Brown Architects of 86 Chilson Rd. Wilbraham, MA to provide plans, specifications, contract administration and construction supervision, for Architecture & Engineering Services in the amount of \$89,510.00; appoint the Executive Director, as the Contracting Officer, to execute the contract; funding to come from the Capital Grant Program, subject to review and approval of HUD. Director of Capital Improvements & Purchasing John Healy presented information of the agenda item material and explained this item dates back to an RFP in late March that was postponed due to COVID-19. Director Healy explained the RFP process to the board. Chairman Labonte questioned the length of contract; Director Healy explained that the duration of project is a determinant and gave an approximation of one and half year.

No further questions were presented on this agenda item.

Upon a motion made by Commissioner Warren, seconded by Commissioner Thomas and a Board of Commissioners roll -call, it was by a unanimously

VOTED: to award one (1) Architectural and Engineering contract to Roy Brown Architects of 86 Chilson Rd. Wilbraham, MA to provide plans, specifications, contract administration and construction

supervision, for Architecture & Engineering Services in the amount of \$89,510.00; appoint the Executive Director, as the Contracting Officer, to execute the contract; funding to come from the Capital Grant Program, subject to review and approval of HUD.

Chairmen Labonte proceeded to item E.3 to Farris Mitchell Scholarship. Human Resource Director Fidan Gousseynoff recapped the yearly Scholarship Program and described the applicants along with the two winners for this year. There were no questions presented on this item and no vote required.

Executive Director Denise Jordan commenced the Executive Director's report with discussion on the SHA's reduced schedule due to COVID-19. ED Jordan informed the Board that the SHA continues to participate on the DHCD's weekly conference calls and stated the SHA will operate collectively with DHCD's reopening directive guidance when in effect. ED Jordan also discussed the status of union negotiation; the MassNahro lawsuit against DHCD; the partnership between SHA, Baystate Health and several community partners for an anticipated and possible spike in COVID-19 in the Brightwood area; and the collaboration between the SHA and Mercy Medical on their diverse messaging campaign to provide residence with COVID-19 essential information. Ed Jordan concluded report with the request to push the Board Meeting break from July to August 2020.

Chairman Labonte added that the Board submits, by email, the objectives and goals that are to be included into the ED's Contract. Commissioner Warren asked the ED about any flare ups in COVID-19 and any challenges with the Section 8 office; ED Jordan discussed the wellness protocol throughout the SHA and stated our COVID-positive is less than ten. ED Jordan elaborated on the challenges with few staff performing job functions throughout the COVID-19 pandemic. Commissioner Warren thanked her for the efforts throughout this time.

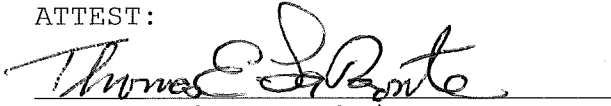
No further questions were presented on this agenda item.

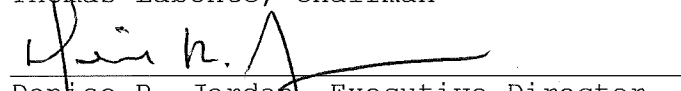
Chairman Labonte proceeded to items H.1, H.2, and H.3 to include the SHA's Financial and Accounts Payable Report respectively, for the month of February 2020. Accounting Director Michele Decoteau discussed the SHA's Financial Report and summarized the budgets for the SHA AMPS and COCC.

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

VOTED: to adjourn the Open Session of a Regular Meeting of the Springfield Housing Authority at 10:33AM.

ATTEST:


Thomas Labonte, Chairman


Denise R. Jordan, Executive Director