

MINUTES OF A REGULAR MEETING
- REGULAR/OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON NOVEMBER 17TH, 2020

The members of the Springfield Housing Authority met in Open Session remotely via telephone conference at 1:00 PM on November 17th, 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

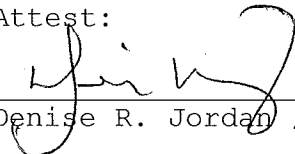
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a regular Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 1:00 PM on Tuesday, November 17th, 2020 remotely via telephone conference call.

SPRINGFIELD HOUSING AUTHORITY
/s/Denise R. Jordan, Executive Director
November 13th, 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 October 16th, 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 1:02PM, 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
John Healy
Michele Decoteau

The Board reviewed the Minutes of October 20th, 2020. Upon a motion made by Commissioner Thomas, seconded by Commissioner Quinones with a Board of Commissioners roll -call, it was by a unanimously

VOTED: to approve the Minutes of October 20th,2020.

Chairman Labonte commenced the Board Meeting with Agenda Item E.1. to Approve heating supplies contract award to FW Webb in the amount of \$25,178.32 and Baystate Plumbing in the amount of \$25,744.97, combined total amount of \$50,923.29.

Director of Capital Improvements & Procurement Assistant John Healy briefly summarized the annual heating supply bid informing the board of three (3) responses to the bid with multiple award winners made.

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

VOTED: to Approve Heating Supplies Contract Award to FW Webb in the amount of \$25,178.32 and Baystate Plumbing in the amount of \$25,744.97, combined total amount of \$50,923.29.

Chairmen Labonte proceeded to item E.2 to approve contract award to Taplin Yard, Pump, and Power Equipment of Agawam, MA to purchase 10 Yard Leaf Vacuum in the amount of \$31,159.99.

Director of Capital Improvements & Procurement Assistant John Healy briefly summarized agenda item and informed the Board that the SHA currently has one (1) leaf vacuum for all the districts; thus, making it a necessity to have a back- up leaf vacuum for the SHA.

There were no questions presented on this Agenda item.

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

VOTED: to vote approve contract award to Taplin Yard, Pump, and Power Equipment of Agawam, MA to purchase 10 Yard Leaf Vacuum in the amount of \$31,159.99.

Executive Director (ED) Denise Jordan commenced the Executive Director's Report with an update on the SHA and Covid -19 to include the continuous safety measures taken throughout the Authority and provided reassurance that the SHA follows the guidance from the Massachusetts Governor's updates. ED Jordan discussed a few subjects to include but not limited to: The continuation of SHA's collaborations such as Baystate Health and Pharmacy for Flu Shots and COVID testing; An update on Yardi software implementation as headed in the right direction; Information on the SHA Rental Assistance and Resident Service Programs collaboration with Foster to Youth Adolescent program that provide new vouchers to youth

aging out of Foster Care that need assistance; and an update on the SHA Emergency Housing Waitlist, urging neighboring cities to assist where they can.

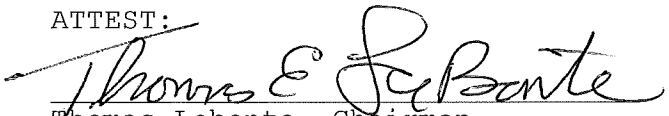
No questions were presented on this agenda item.

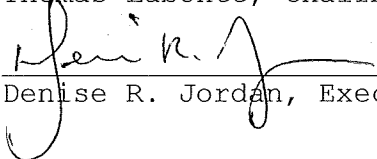
Chairman Labonte proceeded to review report items H.1 and H.2 AP Report October 2020 and Financial Report September 2020 for informational purposes. Finance Director Michele Decoteau provided a brief summary to the Board and noted a few corrections on dates written in report. Deputy Director Nicole Kane also informed the Board that the revenues and expenses are down and the budget included the COVID cares act that has been instituted.

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 Quinones, it was unanimously

VOTED: to adjourn the Open Session of a Regular Meeting of the Springfield Housing Authority at 1:27PM

ATTEST:


Thomas Labonte, Chairman


Denise R. Jordan, Executive Director

