

RECEIVED

MAY 16 2019

WESTFIELD CITY CLERK

SPECIAL MEETING OF THE WESTFIELD HOUSING AUTHORITY

April 11, 2019

- I The meeting was called to order at 9:00 A.M. in the Authority office by Chairperson Murphy with the following members present: Commissioner Murphy, Commissioner Mulligan, Commissioner Murray and Commissioner Carmichael. Also present: Daniel J. Kelly, Executive Director, Karen Casey, Operations Manager Administrative and Thomas Fanion, Operations Manager Maintenance. At this time the Chairperson announced that no video or audio recording was being made of this meeting.
- II Upon the motion of Commissioner Murray and seconded by Commissioner Carmichael it was
VOTED: That the minutes of the Special meeting of March 14, 2019 be approved as printed.
- III BILLS
1. Bills pertaining to the Revolving Account were read and upon the motion of Commissioner Murray and seconded by Commissioner Mulligan it was
VOTED: That all bills be paid.
 2. Bills pertaining to Project 400-C were read and upon the motion of Commissioner Mulligan and seconded by Commissioner Murray it was
VOTED: That all bills be paid.
 3. Bills pertaining to Project 689-C were read and upon the motion of Commissioner Carmichael and seconded by Commissioner Murray it was
VOTED: That all bills be paid.
- IV COMMITTEE REPORTS
1. Upon the motion of Commissioner Murray and seconded by Commissioner Mulligan it was
VOTED: to accept the Treasurer's Report.
 2. Upon the motion of Commissioner Mulligan and seconded by Commissioner Carmichael it was
VOTED: to accept the Consolidated Expenditure report.
 3. Upon the motion of Commissioner Murray and seconded by Commissioner Carmichael it was
VOTED: to accept the trial balances for all programs – 400-C, 689, MRVP, General Fund, HUD Section 8, Modernization.

V COMMUNICATIONS

1. DHCD – Biennial Rent Redetermination
2. Stanley Park
3. DHCD – Regional Housing Authority Entities
4. DHCD – CHAMP On line

VI REPORT OF EXECUTIVE DIRECTOR

1. Modernization
 - A. Washington House Elevator – Bid will be opened on Wednesday April 17, 2019 for major renovations at both Washington House elevators.
 - B. McGinn Windows – Construction drawings have been completed, Authority waiting on DHCD to have project to go out to bid.
 - C. McGinn Furnaces – Final draft has been completed by DHCD. All correspondence is being answered by Authority.
 - D. Washington House Paving – Tighe & Bond have completed specifications project should go out to bid in the next month.
2. NERC/NAHRO Conference (N.B.)
3. NAHRO National Summer Conference (N.B.)

VII OLD BUSINESS

1. Meeting Date – Upon the motion of Commissioner Murray and seconded b Commissioner Mulligan it was
VOTED: to convene next Board Meeting on Tuesday, May 14, 2019 at 6:00 pm.

VIII NEW BUSINESS

1. NERC/NAHRO Conference – Upon the motion of Commissioner Murray and seconded by Commissioner Carmichael it was
VOTED: to allow Chairman and Executive Director to attend NERC/NAHRO Annual Conference June 23-26, 2019 at Wentworth by the Sea, Portsmouth, NH.
2. NAHRO National Summer Conference – Upon the motion of Commissioner Mulligan and seconded by Commissioner Carmichael it was
VOTED: to allow Executive Director to attend NAHRO Summer Conference in Boston, MA July 10-13, 2019.

IX ADJOURNMENT

Upon the motion of Commissioner Murray and seconded by Commissioner Mulligan it was

VOTED: to adjourn at 9:21 A.M.


Daniel J. Kelly
Executive Director and Secretary

