

Franklin Housing Authority

Regular Meeting Minutes

January 11, 2021

The Regular Meeting of the Franklin Housing Authority Board of Commissioners took place remotely due to COVID-19 by Zoom Meeting where Board Members and public can join the meeting from computer, tablet, smartphone or telephone.

Chairman Danello called the Meeting to order at 4:30 PM.

Members Present

George A. Danello, Chairman
Christopher K. Feeley, Vice Chairman
Diane Padula, Commissioner
Peter L. Brunelli, Commissioner
Andrew M. Kepple, State Appointee

Members Absent

Others Present

Lisa M. Audette, Executive Director
Candice Day, Administrative Assistant

• MINUTES

Motion is made by Commissioner Feeley second by Commissioner Brunelli, to accept the Minutes of the Regular Meeting of December 14, 2020. All in favor. So voted.

• ACCOUNTS PAYABLE

Motion is made by Commissioner Feeley, second by Commissioner Padula to approve Accounts Payable for December, 2020 totaling \$137,793.16. Check numbers 25716 to 25777. All in favor. So voted

Motion is made by Commissioner Feeley, second by Commissioner Brunelli to approve the credit card purchases for November 2020 totaling \$573.15. All in favor. So voted.

• SECRETARY REPORT

- Commissioner Training –Board training modules schedule is reviewed.
- COVID-19 – Winter Street building has an outbreak with at least 7 positive cases. We are working with Elder Affairs and TriValley Elder Services to schedule free, on-site COVID testing for all residents, health aids, homemakers and FHA staff who may want to be tested.
- Court Activity- Scheduled for remote court for one small claims case on January 15th. Also, two Norfolk non-payment cases are scheduled on January 28th.
- Bank balances review – Balance sheet review
- Waiting List – We currently have 5945 applicants waiting to be housed in Franklin.
- Rent Roll – review
- Vacancies – Congregate has 2 vacancies and 667 has 2 units vacant.
- Appointment Roster - reviewed
- Next meeting is scheduled for February 8, 2021

Motion is made by Commissioner Brunelli, second by Commissioner Feeley to accept the Secretary's Report as presented. All in favor. So voted.

- **OPERATING STATEMENTS**

- The November 2020 Operating Statements were reviewed as prepared by the Fee Accountant. Motion is made by Commissioner Feeley, second by Commissioner Brunelli to accept the Operating Statements as presented. All in favor. So voted.

- **CORRESPONDENCE**

- None.

- **OLD BUSINESS**

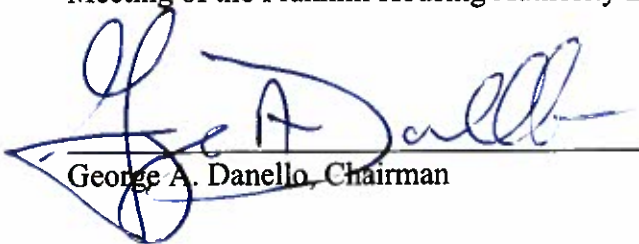
- Norfolk Management Update – Funding worksheet review as prepared for the Norfolk Board for the January meeting. We began to manage the agency in February 2020.
- Franklin Food Pantry Collaboration – Franklin Food Pantry Director proposed a joint venture to purchase the property located at 122 East Central Street. After much discussion and consideration, it has been determined that FHA would not be able to renovate or rebuild that property and sustain the mortgage with expected rents. We will notify FFP of our inability to participate at this time.

- **NEW BUSINESS**

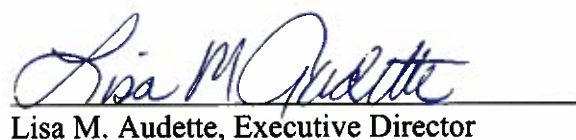
- FYE 2021 Budget Revision – Motion is made by Commissioner Feeley, second by Commissioner Padula to approve the budget revision as presented. All in favor. So voted.
- House Auction – Commissioner Kepple recuses himself from this agenda item discussion - FHA Director and Maintenance Man Brunelli attended an auction of a house located at 813 Summer Street. Several qualified bidders attended, 15-30 people. The bank opened the bidding at \$335,000 which is well above the value of the house at auction, especially since the land is not included. Consensus is that this may be the first step of the banks process to release this property. We will continue to watch for updates on this property.
- Maintenance Position – Members are notified that a 25 hour maintenance position is advertised for the Norfolk Housing Authority. We considered hiring this position through Franklin to offer a 40 hour position but the numbers and commitment did not seem desirable to FHA.

- **ADJOURNMENT**

Motion is made by Commissioner Feeley, second by Commissioner Brunelli to adjourn the Regular Meeting of the Franklin Housing Authority Board of Commissioners at 5:14 PM. Voted unanimously.



George A. Danello, Chairman



Lisa M. Audette, Executive Director

All Documents and Exhibits presented at the meeting are available for review at the office of the Franklin Housing Authority located at 1000 Central Park Terrace, Franklin, MA during regular office hours.

Documents and Exhibits: Agenda and the previous month documentation of: Meeting Minutes, Accounts Payable, Charge Card Purchases, Secretary's Report, Operating Statements and Correspondence listed on the Agenda. Additional: Budget Revision, Maintenance Position ad.