

**Minutes of Regular Meeting
of the Gardner Housing Authority
August 25, 2022**

A regular meeting of the Gardner Housing Authority was held Thursday, August 25th, 2022 at 9:30AM at the office of the Housing Authority, 116 Church Street, Gardner, MA. Upon the call of the Chairman, those present and absent were as follows:

Present: George Ouellet, Stephen Hancock, Stephen Cormier, Jeanne May, and Krishonna Murray, Executive Director

The Chairman, George Ouellet, opened the meeting at 9:35AM.

The Board reviewed the minutes of the regular meeting held on July 28th, 2022. A Motion was made by S. Hancock and seconded by J. May to approve the minutes of the July 28th, 2022 meeting. Voted unanimously.

Executive Director Report

1. K. Murray gave the financial update on all Developments. Discussion included information on late fees, maintenance charges and newly discovered debts owed to the Housing Authority as a result of unreported income.
 - a. K. Murray informed the Board of the Housing Authority's recent contract with *One Call Now*, an automated call system that would allow for immediate communication with GHA and all residents. There was discussion of the benefit to the recent purchase.
2. K. Murray discussed current construction projects and reported updates:
 - a. FISH #103125: National Grid was due to conduct work that would require a power shut down for approximately 8 hours. Power shut down was scheduled for September 7th at 8:30pm. K. Murray explained the generator had been tested to ensure emergency lights and elevator continue operating. K. Murray explained National confirmed the scheduled outage, August 22nd.
 - i. S. Cormier advised K. Murray to provide residents with food and possible entertainment. Discussion was held surrounding ideas. K. Murray expressed that arrangements for residents would be worked on with Senior Center and a meeting with all residents would be held to discuss the project in detail.
 - ii. S. Cormier and G. Oullette expressed that the Housing Authority should write a letter of gratitude to State Rep Zlotnik for his advocacy on behalf of the Housing Authority's Church Street residents.
 - b. FISH #103135: 40/42 Boulder Dr. Mold Remediation project completed. K. Murray informed the Board that separate to the mold remediation, MOC provided free insulation and additional energy upgrades to both units. Upgrades assist with mold prevention.
 - c. 36 Birch Street Fire: K. Murray informed the Board that work was still being conducted in addressing the fire damage. K. Murray explained that the timeline was based on the delivery of the windows. The anticipated date for window delivery

was mid-September. K. Murray explained that electrical and plumbing contractors would follow.

Invoice History Report Reporting Period July 2022:

- 1) K. Murray presented the Expense report for Maintenance Department and Invoice history reports for accounting for all other expenses.
- 2) A motion was made by S. Cormier to pay the bills and seconded by S. Hancock. Voted unanimously.

Adjournment of Meeting:

A motion was made by S. Cormier and seconded by J. May to go into Executive Session at 10:53AM, in the third floor conference room. Voted unanimously by G. Ouellette, S. Cormier, S. Hancock, and J. May.

1. K. Murray made the Board aware that we were going into Executive Session to discuss (1.) The reputation and character [but not the professional competence] of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against an employee.
2. K. Murray reminded all subjects that may be revealed without compromising the purpose for which the executive session was called.
3. Records of the executive session shall be maintained pursuant to MGL.

A motion was made by S. Hancock and seconded by G. Ouellette to adjourn the Executive Session at 11:23AM. Voted Unanimously. Executive Session adjourned.

Next Meeting date scheduled for Thursday, September 22nd, 2022 at 9:30AM.

A Motion was made by G. Ouellette and seconded by S. Cormier to adjourn the regular meeting at 11:25 AM. Voted Unanimously. Regular Meeting adjourned.