



NORTHAMPTON HOUSING AUTHORITY

APRIL 11, 2022
APPROVED APRIL 2022 MINUTES on May 16, 2022

Members of the Northampton Housing Authority met via “Zoom” on Monday, April 11, 2022 at 5:30 P.M.

The Chairperson called the State Annual Plan Public Hearing meeting to order at 5:31 P.M.
Upon Roll Call, those present and absent were as follows:

PRESENT: Chairperson Richards; Vice Chairperson Brooks; Commissioner Cancel; Commissioner Laufer; Commissioner Tarbutton-Springfield & Commissioner Carney.

ALSO PRESENT: Cara Leiper; Jack Redman; Attorney Tom O'Connor; Kaitlin Hanning; Jose Cruz; Keith Walsh; Gary DePace; Amanda Huertas; Danielle McColgan; Mia Weibel; Heather Maxwell; Angel Sadlowski; Mayor Gina-Louise Sciarra; Angela Santaniello; Mary Chapman; Cheryl Cardinale; Gwenevra Nabad; .

Commissioner Carney joined the meeting at 6:01 P.M.

ABSENT: Commissioner Jones

PUBLIC HEARING STATE ANNUAL PLAN

The Northampton Housing Authority in compliance with the 760 CMR 4.16, and M.G.L. 121B, Section 28A are required to prepare and approve a State Annual. Plan, and submit the Plan to DHCD for approval. This was advertised at the State Developments, at our management office and on our website in compliance with the regulation to provide the public ample opportunity to review the plans as they were being developed and make suggestions. To allow the Board of Commissioners to hear comments from interested parties about the State Annual Plans. The state template was used.

NO PUBLIC COMMENT

FEDERAL PLAN PUBLIC HEARING

The NHA, in compliance with the Quality Housing and Work Responsibility Act, was required to prepare and approve an Annual Plan, and a Five-Year Plan (in the first and subsequent fifth years), and submit the Plan to HUD for approval. The purpose of the Public Hearing which was advertised in the Gazette on 2/25, posted at the federal properties, management office and website so as to provide the public ample opportunity to review the plans as they were being developed and make suggestions to allow the Board of Commissioners to hear comments from interested parties about the Five-Year and Annual Plans, the Public Housing Admissions and Continued Occupancy Policy and the Section 8 Administrative Plan, and Capital Plan.

The changes in the plans, consist of minor amendments proposed as a result of regulatory changes made or authorized by HUD.

NO PUBLIC COMMENT

The Chairperson called the regular April meeting to order at 5:34 P.M. .

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NEW BUSINESS

Resolution # 2022-09 – Approve FY2022 State Budget Revision #1

Gary DePace – both items approved by the Board – (1) Executive Director Salary voted on – the budget revision reflects the change which goes to DHCD. (2) Legal settlement – NHA gets reimbursed from DHCD. We did have one legal settlement and it increases our subsidy by that disbursement.

The resolution was read by the Director.

Chairperson Richards put forth the motion to approve, seconded by Vice-Chairperson Brooks.

Commissioner Tarbutton-Springfield – I thought we were discussing this, not that it was approved. I am surprised.

Cara – it was approved in February.

Commissioner Tarbutton-Springfield – I want this to be on record that I abstained because of the discussion – not for voting the raise which I would have voted no.

Chairperson Richards – this is just housekeeping – this is putting something into the State budget that has already been approved by the Board – just so that is clear.

Commissioner Tarbutton-Springfield – it wasn't to me.

Chairperson Richards – you are welcome to abstain the Motion.

VOTING YAY: Chairperson Richards; Vice- Chairperson Brooks.

VOTING NAY: Commissioner Tarbutton-Springfield

ABSTAIN: Commissioner Laufer and Commissioner Cancel.

The vote is postponed to later in the meeting as there was not a quorum.

Gary DePace – Commissioner Tarbutton-Springfield – the Board has approved the salary that is in here for your ED and we have included in the Budget revision the submission from DHCD for the legal settlement and we have a May 1st deadline to get a revised approved budget in place so the funding will be there for that legal settlement. I personally feel that if you don't vote this you are putting money on the table that DHCD might not be able to approve and you would end up using our resources for this. If the issue is your ED salary this is from July 1, 2021 – June 30, 2022. I suggest you bring it up in the next budget cycle which is only two months away.

Commissioner Tarbutton-Springfield – I heard what you said. There was a mis-communication with me with what was approved and what was approved to discuss. I did not feel comfortable with it. I would like things to not move at a fast pace to put everything in, when I don't agree with it and it doesn't make sense, and it is not clear. If this is approved what will the ED salary be?

Gary DePace – you have the budget revision document in hand – page 3.

TENANT COMMENTS

Mary Chapman - McDonald #201 – I would like to know what the ED's new salary is. I don't have access to page 3. I think a lot of tenants are interested in that as well. As an observer you are all getting really good at steamrolling and I was in that meeting that Commissioner Tarbutton-Springfield was talking about and I understood it was something you were going to vote on later. Please listen to the people and tenants as well because it is getting kind of confusing for us and while I appreciate that you are putting in gardens, etc. I don't understand this gas lighting and steamrolling type stuff. I don't understand the ED getting this big fat new salary. I don't have page 3, can you please tell us what it is?

Chairperson Richards – a reminder that this is our listening time – we have heard you and what we do is we get back to people with their comments. Commissioners do not comment during the Tenant comment time, but we will get back to you.

Mary Chapman – I think that will be a first, I am looking forward to it.

Anna Gilbert – Salvo #704 – There was an incident on 1/31/22 and no one has gotten back to me after calling and emailing. I have filed requests for conferences and have still heard nothing. Is that your policy – is that you ignore these requests?

Chairperson Richards – this is tenant comment, we hear your concerns and we will get back to you. It has been recorded and it will be included in the minutes and our policy is that we will get back to you.

Anna Gilbert – how come no one has – it is now April 11th and it happened on January 31st.

Chairperson Richards – Again, this is tenant comment. We don't answer questions or discuss, it is just strictly to let us hear your concerns and we will get back to you.

Anna Gilbert – when, next year?

Gwen Nabad – 19B Hampshire Hts. – I am a divergent person. I am here regarding not getting reasonable accommodations accepted and rejected and abused. But I am also here to support everyone who is here tonight and to thank everyone who does in fact stand behind tenant and human rights. I think it would be a good idea to have an answer meeting/conference as a solution because people don't get back to us and things happen and we want things to go the right way. Thank you.

Cheryl Cardinale - Salvo # 623 – I have been attending all the Board meetings since December and I agree with Commissioner Tarbutton-Springfield that raise was tabled and it was never agreed upon so I don't know where it is coming from. I also want to know if someone is making upwards of \$160,000.00 a year why are we living in squalor? Why can't we get a new stove, cabinets, counter tops? Why are there mice and roaches? I thought we didn't have any money – does anyone have an answer for me?

Chairperson Richards – again, this is our time not to answer questions, but to hear you.

Cheryl Cardinale – when is answer questions time because I haven't heard it yet.

Chairperson Richards – not during tenant comment.

Cheryl Cardinale – not during any Board meeting that I have attended.

Commissioner Laufer – unfortunately the policy is that we can't comment back and it is extremely hard to bite our tongue. We hear you and these are valid concerns. The best thing you can do is to continue to come because now these are in our minutes and we can hold the Housing Authority accountable for following up with you. The more you come and the more you say things it is shown in our minutes which means that now you have a paper trail and that means that we as a Board are able to follow up with these concerns for you.

Chairperson Richards – thank you Commissioner Laufer for trying to explain that.

Angela Santaniello – Salvo # 425 - regarding the Executive Director salary – there are people who are confused because people aren't exactly understanding what Gary DePace explained previously. I am hoping the way I am going to explain it is the accurate way. DHCD has agreed to change the salary which you voted on which is ok but that doesn't mean she is going to get that salary. She still has to have an employee evaluation done. The Board has to determine what her increase will actually be, hopefully that is the way I take it. All of this is housekeeping like Chairperson Richards was saying and that it does need to be approved. I hope the Board comes to a resolution on that. Regarding Salvo – some things are getting better which is great and I want to give kudos to the management team because some things are getting better. I hope to continue with the Neighborhood Watch and with all the residents in trying to help make it a better place. I was just invited to join the Triad Council. I will be helping with keeping seniors and people with disabilities safe in our building. If we can continue this upward trend of things getting better then maybe we can have a great place to live at some point. Thank you for spraying for bugs, I feel that we need to have a contract to have every unit sprayed regularly. Whatever can be done on that will be a great investment.

Commissioner Laufer – to clarify, Angela almost got it 100% right except it is not the Board that votes it, it actually gives the power to the Chairperson to accept that salary.

STAFF COMMENT

NONE

PUBLIC COMMENT

NONE

Commissioner Tarbutton-Springfield – why doesn't the staff comment - I just never see comments. All the times I have been here maybe 1 or 2 times I see comments and I am curious as to why. They get notice to come here – is that correct?

Chairperson Richards – I would like to deal with this offline or later in the agenda. Again, thank you to everyone who did speak up and that it is not our intention to ignore, we do as far as I know, try to address people's concerns as we can. Thank you for participating and yes, always come, always listen, read what you can and you are welcome to comment in either tenant, staff or public comment.

EXECUTIVE DIRECTOR REPORT

Cara read the report and gave updates on the Vaccine clinics held, Capital Projects Completed and Capital Project Updates.

NEW BUSINESS

Resolution # 2022-09 – Approve FY2022 State Budget Revision #1

Chairperson Richards put forth the motion to approve, seconded by Vice-Chairperson Brooks.

VOTING YAY: Chairperson Richards; Vice- Chairperson Brooks and Commissioner Carney.

VOTING NAY: Commissioner Tarbutton-Springfield

ABSTAIN: Commissioner Laufer and Commissioner Cancel.

Jack Redman read the vote from the January minutes of 1/31/22. The minutes were approved on March 21, 2022. The ED base salary for 2021 and 2022 is \$130,386.00 which was frozen in 2019. Jack stated that this information is also on the website.

Cara asked Gary DePace to recap what the revision includes which is the salary I am already being paid and the reimbursement for the payout DHCD did for us.

Gary DePace – my understanding from that January meeting was exactly that. There was a motion to table, but the motion to accept the salary schedule as presented with the salary that is in this budget revision was approved. There may have been a misunderstanding, I don't know how to correct that misunderstanding, but my understanding is exactly like you said Cara - this is the salary you are being paid. In this budget revision it is nothing more than housekeeping for two items – putting the formula into the budget for this budget revision as well as the second part of it, which is the approval of a legal settlement and the letter came I believe, on March 2nd and the Board was also aware of that. It is a housekeeping item to get to DHCD to finalize the FY22 budget which ends in two months.

Cara – the DHCD reimbursement which is over \$10,000.00 – that is really the primary reason for revision - we want to make sure that since it ends in two months and revisions are due to DHCD by May 1st, that we don't lose out on the money. They handled the lawsuit and settlement and because of that they reimburse the Housing Authority. If we don't present them the budget revision, they don't give us the money back. We pay it out and get it back through budget revision.

Chairperson Richards – it is helpful to hear it read again and I remember Commissioner Cancel's speaking to table the motion but because the motion was made and seconded we had to vote on it and I advised people at that point that if you are not comfortable to either vote or abstain.

Commissioner Tarbutton-Springfield – thank you Jack for reading the minutes again. I remember talking about the Chair who said we are trying to get this salary on par with other Housing Authorities. What is really important - I would like the quality of life of residents to be on par with other Housing Authorities. For example, they have security, they have internet in common areas, there are so many things that we are sub- par on. You said this wasn't for Cara but for another person who may be coming in. I think that

is really wonderful but I think the person coming in, they need to see the quality of life for residents is livable, not sub-par.

Commissioner Cancel – in terms of that vote, it has already taken place and approved and for those of us that didn't agree with the process in that meeting, unfortunately this is just a matter of housekeeping and updating the budget and sending it to DHCD. Unfortunately other Board members didn't want to hear the concerns of three other Board members on this Board and it was a concern that it was brought upon with a lot of paperwork with just a few days to review. We did not acknowledge or wanted to listen to a suggestion to table this so we had more discussion on it as a Board so we can make an informed and responsible decision. Instead our wishes and wanting to put this off for another month was ignored and I want to point out the dynamics of what happened at that meeting. Three of your Board members, two of which are current tenants and one that used to be a tenant- concerns were dismissed just for the purpose of passing something that could have waited another month. But look what is happening now, we are still having to wait and have discussions, all of a sudden comes back around and we are having to sit here and spend additional time that we could be using toward something else on the long agenda that we have, because that wasn't handled properly. That was not handled with consideration, with tenants in mind and with people of color on this Board.

Chairperson Richards – I am sorry, Commissioner Cancel, I have to disagree with you.

Commissioner Cancel – this is part of the problem, being constantly shut down and asked to stop or interrupted as we are expressing our concerns as responsible Board members. That is part of the problem. We should have been able to vote on it right away because the decision was already made.

Chairperson Richards – first of all there was no disrespect because I clearly said if you are uncomfortable you can abstain and if you don't like it you can vote against it. That did not happen. There was a motion made and seconded. The proper procedure is to vote on that motion up or down. Unfortunately for the three people, it was approved. If it was dis-approved you could have put your motion forward. It is how it works and there is a learning curve on how this works and it is difficult. I want to make sure that everyone that is listening – I do not intend to steamroll, I do not intend to disrespect people, I agree with how the residents should be taken care of. It is unfair to me that I am being called for not doing proper procedure when I did do proper procedure.

Commissioner Cancel - Madam Chair I have been part of many board of directors and I understand procedure and this wasn't a learning curve for me, this was a matter of being shut down. I understand the process of motions. Regardless of whether someone made a motion and it was seconded, someone could suggest to table it to the next meeting and that could happen. You don't have to take a vote if a member asks for something to be postponed. As a Board we said Ok at least one of our member feels uncomfortable with this and we wanted to be reasonable, we could have put it off for one month.

Energetically it already happened, now we are using extra time to do that when we could have had the motion postponed to the next meeting giving everyone time to review this.

Chairperson Richards – thank you for your comments but I need to stay on topic which is the resolution to submit by a time period of something that we have already approved. As I said before you could have dis-approved it and your motion to carry to next month would have been put forward. We did have an opinion by Attorney O'Connor. I would like to bring us back to the resolution. I am sorry if there was misunderstanding, it wasn't my intention, but it was passed and in a fair way. Attorney O'Connor do you have anything to add?

Attorney O'Connor – No, Marilyn I think you summed it up quite well and you are spot on.

Commissioner Laufer – I think we can proceed. Marilyn you do a phenomenal job in your seat and part of being the Chair is being in the hot seat, but I would respectfully disagree that this was a fair decision which is why three of us abstained and why we are in the position we are in now. Like Edgar said here we are having the discussion now, which should have happened the first time.

Chairperson Richards – I do want to point out that the vote was conducted in a fair manner. There were (4) Yes, which is a quorum, (3) Abstention and (1) Nay.

APPROVAL OF THE MARCH 2022 MINUTES

Chairperson Richards put forth the motion to approve, seconded by Commissioner Carney.

VOTING YAY: Chairperson Richards; Vice Chairperson Brooks; Commissioner Tarbutton-Springfield; Commissioner Laufer; Commissioner Cancel and Commissioner Carney.

VOTING NAY: NONE

Therefore, Chairperson Richards approved the March minutes.

UNFINISHED BUSINESS

APPROVAL OF THE FEBRUARY 2021 ANNUAL MINUTES

Chairperson Richards put forth the motion to approve, seconded by Vice-Chairperson Brooks.

VOTING YAY: Chairperson Richards; Vice Chairperson Brooks; Commissioner Tarbutton-Springfield; Commissioner Laufer; Commissioner Cancel and Commissioner Carney.

VOTING NAY: NONE

Therefore, Chairperson Richards approved the February 2021 Annual minutes.

APPROVAL OF THE MARCH 2021 ANNUAL MINUTES

Chairperson Richards put forth the motion to approve, seconded by Commissioner Carney.

VOTING YAY: Chairperson Richards; Vice Chairperson Brooks; Commissioner Laufer; Commissioner Cancel and Commissioner Carney.

VOTING NAY: NONE

ABSTAIN: Commissioner Tarbutton-Springfield

Therefore, Chairperson Richards approved the March 2021 Annual minutes.

CORTICELLI STREET UPDATE

Cara stated that in March we released the RFP on project dog and it was run on the central registry and the broker on the MLS. On the 8th we had 53 people or companies who downloaded the bid docs and reported over 30 showings of the property. On April 15th and the 22nd the first and second Gazette Ad will be run and on May 4th the first sealed bid opening of purchase will occur.

Chairperson Richards – I have heard some buzz about it in the community, that’s a good thing. We will celebrate the day when that house gets whatever is most appropriate done to it. There is a provision in the RFP to make it affordable if possible for less money.

NEW BUSINESS

RESOLUTION #2022-06 – APPROVAL OF THE STATE ANNUAL PLAN 2023

Chairperson Richards put forth the motion seconded by Vice-Chairperson Brooks.

VOTING YAY: Chairperson Richards; Vice Chairperson Brooks; Commissioner Cancel; Commissioner Laufer and Commissioner Carney.

VOTING NAY: NONE

ABSTAIN: Commissioner Tarbutton-Springfield

Therefore, Chairperson Richards approved the Resolution.

Commissioner Cancel – I would like it noted there are a few projects on the State plan that were postponed for a few years. Just want to make sure these happen, like the Hampshire Heights basement water mitigation and window replacement.

Commissioner Carney – I think because there have been a lot of discussion about procedure that preceded a lot of the motions that we took tonight, it is just important to know for Commissioners to be

able to have discussion and maybe just prior to the final vote we should ask – going once, going twice, going three times just to make sure people don't feel in any way that they haven't had the opportunity to discuss something. I am glad you allowed Commissioner Cancel to point out the couple of things for the record.

Chairperson Richards – thank you, Commissioner Carney, I will do that – good idea.

RESOLUTION #2022-07 – APPROVAL OF FY2022 TO FY2026 5 YEAR PLAN

Chairperson Richards put forth the motion seconded by Vice-Chairperson Brooks.

VOTING YAY: Chairperson Richards; Vice Chairperson Brooks; Commissioner Cancel; Commissioner Laufer and Commissioner Carney.

VOTING NAY: Commissioner Tarbutton-Springfield

Therefore, Chairperson Richards approved the Resolution.

Commissioner Tarbutton-Springfield – I didn't see anything about washers, there is a shortage of quarters, most Housing Authorities have residents use a card; people entering the building and the community room being wired. I didn't have any input on this.

Cara – this 5 year plan only applies to Federal properties, which is McDonald and Florence Heights.

Commissioner Tarbutton-Springfield – but I also think the same things would benefit other properties.

Not just talking about Salvo but all NHA properties. I am hoping for some of these normal living conditions that are apparent in other Housing Authorities. I want to be on par with other Housing Authorities. I want to be on par with residents and the quality of life for residents.

Chairperson Richards – because it is in the 5 year plan it doesn't mean it won't necessarily happen, it means it is in the plan and sometimes things have to be put off – is that accurate?

Cara – yes it is. They allot us a large pool of money that is spread out over 5 years and each year we say we would like to do X, Y and Z with it, kind of like a budget. If things happen, i.e. at McDonald the elevators became an emergency issue and it is well over \$600,000.00. As a result we had to put off other things we wanted to happen at Florence Heights and McDonald so that the funding could be pooled together so that the elevators can be replaced.

Commissioner Carney – I am curious, Commissioner Tarbutton-Springfield has raised a couple of issues a few times regarding security, which seems to be the most important one that I have heard a few times. In what context would improvement regarding security that have been suggested would those end up being in some annual or 5 year plan. How would we as a Housing Authority address some of those for the further future, if not the near future?

Cara – it depends on what we are looking to do. When we were looking to secure the front door at Salvo we redid the camera system which was in the capital improvement plan and we did fobs which was also part of the plan. When it is a capital purchase or replacement it would go through that. If it is salaries for employees like a door monitor that would be put through as a budget line item. We did a calculation and it would be over \$130,000.00 a year to have someone at \$15.00/hour to man it the way it would need to be manned.

Commissioner Carney – you did clarify there are different funding sources; Capital Improvement which is annual and then Budget which deals with personnel and hours and stuff; then the 5 year plan. That is helpful.

Commissioner Tarbutton-Springfield – why is it NHA doesn't try to get work study status. I asked at Live 155 how much they pay for security and they thought it was outrageous. Maybe people from Smith College - a social worker. I don't see these thing in here – I have even tried to bring it up as an agenda item so we can talk about it and it hasn't happened. How does it manifest it for day to day? Whenever we bring something up for the benefit of residents you say we can't afford that. What sources are you seeing and asking? Security should be job one, ask anybody in this town who would leave their front door open? A fob is a great thing but there is a 20 second delay and it is not safe.

Chairperson Richards – make sure we are sticking to the question which is the annual plan, not annual budget. Sometimes people bring things to me for agenda that is more appropriate for Cara to deal with one on one. I just don't let them float up on the air.

Attorney O'Connor – I would like to revisit the State Budget revision vote that took place. By statute a quorum is (4) because our Board expanded to 7 with the new legislation a couple of years ago. Majority voting principles under Roberts Rules require a majority of those present – we have a quorum, so we can proceed with the meeting and there were 6 people as I understand it, who voted – (3) AYES, (2) Abstentions and (1) NAY. The abstentions do not count so there is a majority there and that motion carries, I am quite confident of that.

Cara- Attorney O'Connor are you saying then that based on the vote of the second time with (3) YAYS, (2) ABSTAIN and (1) NAY and one member not present, that the vote carried and that the Chairperson should declare the revision as passed?

Attorney O'Connor – I am, I am quite confident of it. I don't make the rules those are Roberts Rules and that is what is says.

Chairperson Richards – thank you for your opinion. On the advice of Attorney O'Connor I will say that the motion has been passed which will avoid us doing the special meeting.

Commissioner Cancel – I would like to point out technically we were out of order because there had already been a vote that took place. The second time we voted on it that was actually out of order. The motion was introduced and we had voted on it so actually voting on it again breaks the rules. Just wanted to point that out. I actually decided to vote anyway to expedite the process.

Attorney O'Connor – I think you as the Chairperson has the authority to re-take that vote which you did and I don't think there is anything out of order about that. You just re-visited the issue that was essentially stuck because it was a tie and then it changed when Commissioner Carney arrived and created the three person majority needed to make the vote carry. So I don't think it is out of order, I think it is entirely within your authority as the Chairperson to do what you did.

Commissioner Tarbutton-Springfield – are these meetings videotaped as well as recorded just in case it was to be appealed to the Attorney General or an Attorney? Are they available or just the written meetings?

Cara – it is recorded and kept on our account until the minutes are done and then we lose it after.

Commissioner Carney – my experience with recorded zoom meetings is they stay in the cloud and it is not just a transcript it is a recorded zoom meeting that participants can watch later. Would

Commissioner Tarbutton-Springfield be able to review a recorded zoom meeting from a previous meeting that we had even though we had accepted our minutes?

Jack Redman – based on our billing cycle we always have at least six months of recordings in the cloud. Depending on when the meeting was we may still have a recording of it.

Commissioner Tarbutton-Springfield – I was specifically saying this one – I wondered if someone else had a chance to look at it to see the constitutionality of what was voted and accepted today. Someone to look at it if it was available, I wouldn't want it to be missing for 7 hours or missing or something like that.

RESOLUTION #2022-08 – APPROVAL OF FY2023 FEDERAL ANNUAL PLAN

Chairperson Richards put forth the motion seconded by Vice-Chairperson Brooks.

VOTING YAY: Chairperson Richards; Vice Chairperson Brooks; Commissioner Cancel; Commissioner Carney and Commissioner Laufer.

VOTING NAY: NONE

ABSTAIN: Commissioner Tarbutton-Springfield.

Therefore, Chairperson Richards approved the Resolution.

Commissioner Carney - I see the capital fund is included in the plan. Is that next years' version of the capital plan that we were just discussing?

Cara – it is a federal annual plan so it is only for McDonald and Florence Heights.

Commissioner Carney – ok, I understand.

Commissioner Tarbutton-Springfield – is there a consideration to put this on a G drive for board members to have access to it? I want to marinate it, look at it, I want to ask questions about it. Even to have myself put notations so I can be fully informed in my decisions and I have asked that before and I didn't get an answer, kind of.

Cara – it is a lot of work to put this stuff together and we get it out as soon as we are able to. For this Particular item and the last item – the RAB meeting was just held today. Jack, Sharon and I were working on some of this stuff until 11:00 p.m. Friday night, even though we sent you the packet we still have to fill the folders. I have got a 4” pack of paperwork here. I understand it is a lot and I try to get it out to you as soon as I am humanly able to do so and I do that. I understand you don't have a lot of time to read it and digest. If you would like to call me before if you have any individual questions I would be happy to try to do that going forward but I get them out as soon as I am physically able to do so with every single hand on deck to get the packages ready.

Commissioner Tarbutton-Springfield – I know you work hard, sometimes I think you burn the candle at both ends. But my question with this, with G drive it would have the whole history, not just with this, so when this comes up it can be easily compared, not just at the moment when it is done. I do recognize that. I meant the forms and stuff that are passed, if you put it to a G drive it is not that rushed so much, but that would be something to help. It is beneficial to other committees to have the whole thing on, it is one way we can get to it and see it at different times and then you can see when things come on and what's changed and what's not. I do agree you really work hard with this.

Cara – Jack, when I send the link out that I have you create – can a Board member click on that link from times before and if so, how long is it available to them? Forever, like it is to me?

Jack – No, the IT department has it set up that after 90 days the link expires for security purposes. But if someone wanted us to send a new link for a particular month or year we can send it and it would be good only for 90 days for security purposes with our IT department.

Chairperson Richards – I just want to comment that this, Commissioner Tarbutton-Springfield, is not the first time that timeliness has been called to our attention and it is really very hard. I know they do work because sometimes I get calls – way above and beyond. What I find really helpful is the sheet Cara sends us with a synopsis of what is going to happen, if there were major or minor changes, this sheet would tell us.

Chairperson Richards - Thank you all, it was a lot to digest and I appreciate you taking probably a good part of your weekend to read this.

Commissioner Tarbutton-Springfield – every time we have the staff comment I rarely see staff here. I wonder if they get proper notification and any encouragement to come. What is the deal with staff, I think it is important.

Cara – every single property manager, the RSC manager, Jack, Sharon and HR are present at every meeting. I now have 9 employees logged into this meeting as we speak.

Commissioner Tarbutton-Springfield – they never make any comments.

Cara – they know they can speak.

Chairperson Richards – they know they can speak, I have heard them make comments during COVID about the delivery of food, etc.

Commissioner Tarbutton-Springfield – I rarely hear them, I do see names of people. We hear from tenants, I would like to hear from staff and public. I think more public should come and comment.

Commissioner Carney – am I correct that the AFSCME union represents most of the employees?

Cara – it is the painters union that represents the maintenance department. The administrative staff has not unionized as of yet.

Commissioner Carney – it is with the painters union for the maintenance staff.

Cara – yes, the painters union, they all get notified, they all have Iphones, I have put zoom on their Iphones and have provided them with training if they would like to attend the meeting, they can do so. Sometimes we get 1 or 2 of the guys but more often than not we don't. I require all the property managers and all managers to attend. I want them to hear if there are issues that residents bring up about the properties they run so that the following day after the meeting when I am making phone calls to them about the issues, they don't hear it second hand.

Commissioner Tarbutton-Springfield – it just doesn't feel complete and seem right that they don't speak.

Commissioner Carney – would it be helpful if there were an agenda month when it is not very heavy at all, for folks to maybe go around and introduce themselves and say hello so commissioners know who you are? Do you think that might help a bit Commissioner Tarbutton-Springfield?

Commissioner Tarbutton-Springfield – that would be nice. I would like to have an idea – we are commissioners for all facilities. It would be helpful to know what is going on, I think it is important to share.

Commissioner Carney – the folks I see here, I think Cara said are in a management capacity. I think I am hearing from Commissioner Tarbutton-Springfield that she would like to hear from workers themselves if they have concerns. The folks who are on board is to hear what other residents who might express concerns and then be able to apply those to their job. This is their job to be here now.

Commissioner Tarbutton-Springfield – staff is all encompassing. What is going on at other properties – inclusion is really important.

Commissioner Laufer – I agree, I think the reality is staff wouldn't bring concerns to a board meeting, they would probably go directly to Cara. I do agree I understand you all work so much as it is but having updates coming right from staff letting us know what is going on in their properties would be really cool. It would be nice for us to know the staff a little bit better and on top of that I feel the staff does a lot that often isn't highlighted and it's a time for them to shine. At times I would say that Netanya did a backpack drive or A, B or C. I think it would be really cool for the staff to be able to highlight all of the great things they are doing on the properties.

Chairperson Richards – we hear you, we can chew that around a bit and put it on a future agenda with some suggestions.

Chairperson Richards put forth the motion to adjourn the April meeting at 7:21 P.M., seconded by Commissioner Tarbutton-Springfield.

The next meeting will be held on Monday, May 16, 2022 at 5:30 P.M.