



**TOWN OF HATFIELD
MASSACHUSETTS**

MEETING NOTICE

[For Town Clerk Use Only]

RECEIVED AND POSTED
Brenna Duquette
ASSISTANT TOWN CLERK

9/12/2019 @9:11 am

Board or Committee Name: Hatfield Housing Authority

Date and time of Meeting: Tuesday, September 17, 2019 at 6:30 P.M.

Location of Meeting: 2 School Street

Source: Brenna Duquette, Executive Director

Agenda: REGULAR MEETING SEPTEMBER 17, 2019

Meeting will be called to order at 6:30 P.M. at 2 School Street, Hatfield, MA

Roll Call

Citizen Speak

Minutes of Regular Meeting Held August 20, 2019

Financial Report as of August 31, 2019

Motion to review, approve and sign payroll, time sheets and accounts payable.

OLD BUSINESS

1. Jen Power Washing will begin work the first week of October.
2. Advanced Restoration to assess roof damage of the August 8th microburst on September 13th
3. ASAP painting reviewed apartments on September 5th and found additional repairs needed

NEW BUSINESS

1. Meeting with Kim Gainsboro, Sr. Government Banking Officer of People's United Bank September 13, 2019
2. Approval of MassNAHRO membership for Director Brenna Duquette

REPORT OF THE EXECUTIVE DIRECTOR

1. Notice given to vacate 2nd floor apartment
2. CHAMP update
3. Meet and Greet scheduled for Friday, September 13, 2019 at 11:00 a.m.
4. Discussion regarding tenant having master key and Emergency On-Call procedure

OTHER BUSINESS - Consideration of any matter not known about or which could not have been reasonably foreseen within 48 hours of this meeting.

Motion to accept and sign the September 17, 2019 Warrant.

Motion to Adjourn

Respectfully Submitted,

A handwritten signature in cursive script, reading "Brenna Duquette", with a long horizontal flourish extending to the right.

Brenna Duquette
Executive Director