

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, June 22, 2021 at 9:47 AM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS ATTENDING: Joan M. Chiasson, Chairperson, Frank M. Molis and William P. Hurley

COMMISSIONERS ABSENT: Mark A. Lawhorne

MHA STAFF ATTENDING: Stephen G. Finn, Ed Fahey, Deborah A. Lungo and Thomas P. Callaghan, Jr.

1. APPROVAL OF MINUTES OF JUNE 8, 2021

The minutes of the meeting of June 8, 2021 were scrutinized by the Board.

After due discussion and upon motion duly made by William P. Hurley and seconded by Frank M. Molis, it was unanimously

VOTED: To approve the minutes of the June 8, 2021 meeting as submitted.

Ayes: Joan M. Chiasson, Frank M. Molis and William P. Hurley

Nays: None

2. APPROVAL OF BILLS AND SIGNING OF CHECKS

There were no bills or signing of checks.

No further action was necessary.

3. FINANCIAL MATTERS

A. REQUEST FOR APPROVAL TO USE MHA'S CREDIT CARD

The Executive Director received approval via email poll sent to the Board on June 15, 2021 requesting approval to use MHA's corporate credit card to pay for a MHA Maintenance staff luncheon at the 621 Restaurant in honor of retiring Foreman, Steve Graffam.

After due discussion and upon motion duly made by William P. Hurley and seconded by Frank M. Molis, it was unanimously

VOTED: To confirm the poll approval to allow the Executive Director to use MHA's corporate credit card to pay for a MHA Maintenance staff luncheon at the 621 Restaurant in honor of retiring Foreman, Steve Graffam.

Ayes: Joan M. Chiasson, Frank M. Molis and William P. Hurley

Nays: None

B. MONTHLY FINANCIAL STATEMENTS

The Board reviewed MHA's Combined Balance Sheets and Monthly Budget Comparisons for the month ending April 2021.

No further action was necessary.

C. MIKE'S CONSTRUCTION CO., INC.

A Certificate of Substantial Completion from Mike's Construction Co., Inc. for the Springdale Roof project was considered by the Board.

After due discussion and upon motion duly made by Frank M. Molis and seconded by William P. Hurley, it was unanimously

VOTED: To approve and authorize the Certificate of Substantial Completion on the Springdale Roof project from Mike's Construction Co., Inc., authorize the Executive Director to sign and submit to DHCD for processing.

Ayes: Joan M. Chiasson, Frank M. Molis and William P. Hurley

Nays: None

D. DIANE COHEN – INVOICE

The Board analyzed an invoice from Diane Cohen dated May 31, 2021 in the sum of \$1,250 for revisions to Federal Public Housing, Section 8 programs and MHA's State public housing program.

After due discussion and upon motion duly made by William P. Hurley and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment to Diane Cohen for Federal Public Housing, Section 8 program and State consulting services in the sum of \$1,250 to be allocated to the AMP's served, Section 8 and the Central Office Cost Center ("COCC") for MHA's State public housing program.

Ayes: Joan M. Chiasson, Frank M. Molis and William P. Hurley

Nays: None

E. SG RISK MANAGEMENT CONSULTING ("SG RISK") – INVOICE

An invoice dated June 7, 2021 from SG Risk in the sum of \$831.25 for insurance coverage consulting services was studied by the Board.

After due discussion and upon motion duly made by Frank M. Molis and seconded by William P. Hurley, it was unanimously

VOTED: To approve and authorize payment to SG Risk for insurance coverage consulting services in the sum of \$831.25 with costs appropriately allocated to the AMP's and the COCC.

Ayes: Joan M. Chiasson, Frank M. Molis and William P. Hurley

Nays: None

F. MALDEN POLICE DEPARTMENT – INVOICES (5)

The Board examined five (5) invoices from the Malden Police Department for police details at 630 Salem Street, 120 Mountain Avenue, Suffolk Manor and 89 Pearl Street, as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
06/07/21	24738	\$2,135.95
06/07/21	24761	263.65
06/07/21	24762	290.40
06/15/21	24805	2,690.00
06/16/21	24837	<u>263.65</u>
	TOTAL	<u>\$5,643.65</u>

After due discussion and upon motion duly made by William P. Hurley and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment to the Malden Police Department in the total sum of \$5,643.65 as appropriate from the AMP's served.

Ayes: Joan M. Chiasson, Frank M. Molis and William P. Hurley

Nays: None

4. POLICIES AND CONTRACTS

None

5. CHARITABLE REQUESTS

None

6. CORRESPONDENCE AND NEWSLETTERS

None

7. **OPEN DISCUSSION**

A. **MHA'S PUBLIC HOUSING AUTHORITY PLAN ("PHA PLAN") PUBLIC HEARING**

The Board discussed the completion of MHA's PHA Plan for Federal and State.

No further action was necessary.

B. **BOARD MEETING SCHEDULE**

The Board decided to meet next on July 13, 2021 at 9:00 AM.

No further action was necessary.

ADJOURNMENT

After due discussion and upon motion duly made by Frank M. Molis and seconded by William P. Hurley, it was unanimously

VOTED: To adjourn.

Ayes: Joan M. Chiasson, Frank M. Molis and William P. Hurley

Nays: None

Adjourned at 10:03 AM



Acting Secretary, William P. Hurley

SEAL