

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, April 14, 2015 at 5:00 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS

PRESENT: Frank M. Molis, George N. Bayers, Francis C. Boudrow
Joan M. Chiasson (tardy) and Barbara A. Purcell.

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

ALSO PRESENT: Karen Hayes, Mayor's Office

1. APPROVAL OF MINUTES – MARCH 24, 2015 AND APRIL 6, 2015

The minutes from the regular meeting of March 24, 2015 and the special meeting of April 6, 2015 were reviewed by the Board and after due discussion and upon motion duly made by Barbara A. Purcell and seconded by, George N. Bayers, it was unanimously

VOTED: To approve and authorize the regular minutes of March 24, 2015 and the special meeting of April 6, 2015 as submitted.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow
and Barbara A. Purcell.

Nays: None.

2. APPROVAL OF BILLS AND SIGNING OF CHECKS

The Board scrutinized the bills and checks and after due discussion and upon motion duly made by Barbara A. Purcell and seconded by George N. Bayers, it was unanimously

VOTED: To approve the bills and signing of checks as submitted.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow
and Barbara A. Purcell.

Nays: None.

3. FINANCIAL MATTERS

A. MYSTIC VALLEY ELDER SERVICES – ("MVES") – INVOICES (2)

The Board considered two (2) invoices dated April 9, 2015 in the sums of \$12,874.83 from MVES for resident service coordinators at the various developments for the month of March, 2015 and in the sum of \$45.11 for coverage of a Forestdale event on March 25, 2013.

After due discussion and upon motion duly made by Barbara A. Purcell and seconded by George N. Bayers, it was unanimously

VOTED: To approve and authorize payment to MVES in the sum of \$12,874.83 for resident service coordinators and the sum of \$45.11 for coverage of a Forestdale event.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow and Barbara A. Purcell.

Nays: None.

B. MASSACHUSETTS GROUP INSURANCE COMMISSION (“GIC”) – INVOICE

The Board scrutinized an additional invoice from GIC dated April 2, 2015 for MHA's health insurance premiums for employees and retirees for the period October 1, 2014 to December 31, 2014 in the sum of \$1,103.70.

After due discussion and upon motion duly made by Francis C. Boudrow and seconded by Barbara A. Purcell, it was unanimously

VOTED: To approve and authorize an additional payment to GIC for health insurance premiums in the sum of \$1,103.70 for the period October 1, 2014 to December 31, 2014.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow and Barbara A. Purcell.

Nays: None.

C. MASSACHUSETTS DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT (“DHCD”) – CHANGE ORDER

A letter dated March 30, 2015 from DHCD approving Change Order No. 1 from Target Construction, LLC for site-repair work at various State developments in the sum of \$31,823.05 was submitted to the Board.

After due discussion and upon motion duly made by Barbara A. Purcell and seconded by George N. Bayers, it was unanimously

VOTED: To accept the approval of Change Order No. 1 from DHCD in the sum of \$31,823.05 for site-repair work at various State developments.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow and Barbara A. Purcell.

Nays: None.

D. MALDEN POLICE DEPARTMENT – INVOICES (3)

Three (3) invoices from the Malden Police Department for police details at Newland Street and 630 Salem Street were studied by the Board as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
03/31/15	10996	\$ 188
04/07/15	11015	376
04/07/15	11021	<u>188</u>
	TOTAL	\$ 752

After due discussion and upon motion duly made by George N. Bayers and seconded by Francis C. Boudrow, it was unanimously

VOTED: To approve and authorize payment to the Malden Police Department in the sum of \$752 for police details.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow and Barbara A. Purcell.

Nays: None.

E. URBAN AIR INC. (“URBAN AIR”) – INVOICE

An invoice for the month of March 2015 from Urban Air for monthly information technology services in the sum of \$2,400 was inspected by the Board.

After due discussion and upon motion duly made by Francis C. Boudrow and seconded by George N. Bayers, it was unanimously

VOTED: To approve and authorize payment to Urban Air for information technology services in the sum of \$2,400.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow and Barbara A. Purcell.

Nays: None.

F. LAMBRIAN CONSTRUCTION CORPORATION (“LAMBRIAN”) – CHANGE ORDER NO. 3

Change Order No. 3 dated March 16, 2015 from Lambrian requesting an increase in the contract for additional installation of new deck coating at existing balcony decks and repairs to the exterior existing metal railings of 557 Pleasant Street in the sum of \$758.13 was analyzed by the Board. With the change order, the new total contract price is \$870,368.77.

After due discussion and upon motion duly made by Barbara A. Purcell and seconded by George N. Bayers, it was unanimously

VOTED: To accept and approve Change Order No. 3 from Lambrian for an increase in the contract of \$758.13 construction at 557 Pleasant Street.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow and Barbara A. Purcell.

Nays: None.

G. GCG ASSOCIATES, INC. ("GCG") – INVOICE

The Board was presented with an invoice in the amount of \$821 from GCG for construction administration on site repairs at Forestdale, Rockland Street and Clement Street.

After due discussion and upon motion duly made by George N. Bayers and seconded by Barbara A. Purcell, it was unanimously

VOTED: To approve and authorize payment to GCG in the amount of \$821 and submit same to DHCD.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow and Barbara A. Purcell.

Nays: None.

Joan M. Chiasson joined the meeting.

H. MHA EMPLOYEE – SALARY ADJUSTMENT

The Executive Director explained that an employee transfer caused a salary disparity for comparable work and suggested increasing Newland Street Public Housing Specialist, Katelyn Veglia's, salary from \$17.50 per hour to \$20.50 per hour to correct same.

After due discussion and upon motion duly made by George N. Bayers and seconded by Barbara A. Purcell, it was unanimously

VOTED: To approve and authorize a salary increase from \$17.50 per hour to \$20.50 per hour for Katelyn Veglia.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow, Joan M. Chiasson and Barbara A. Purcell.

Nays: None.

4. POLICIES

A. PERSONNEL POLICY

A copy of the draft Personnel Policy was transmitted to the Board for review. No further action was taken.

B. MHA PROCUREMENT POLICY

The Executive Director proposed that the MHA's Disposition Policy should be added to the MHA's Procurement Policy as an amendment.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by George N. Bayers, it was unanimously

VOTED: To approve and addition of the MHA's Disposition Policy to the MHA's Procurement Policy as an amendment thereto.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow, Joan M. Chiasson and Barbara A. Purcell.

Nays: None.

5. CHARITABLE REQUESTS

A. 23RD ANNUAL BIKE TO THE SEA DAY RIDE

The Board considered a solicitation from Bike to the Sea dated March 24, 2015.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by George N. Bayers, it was unanimously

VOTED: To approve and authorize a contribution of \$50 to Bike to the Sea.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow, Joan M. Chiasson and Barbara A. Purcell.

Nays: None.

B. THE GOLDEN TORNADO CLUB – CHANGING LANES BOWLING TOURNAMENT

The Board perused a letter from the Golden Tornado Club dated April 1, 2015 inviting participation in a bowling fundraiser for the benefit of the Golden Tornado Club.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by George N. Bayers, it was unanimously

VOTED: To approve and authorize the contribution of \$250 to the bowling tournament for the Golden Tornado Club.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow, Joan M. Chiasson and Barbara A. Purcell.

Nays: None.

6. CORRESPONDENCE AND NEWSLETTERS

A. NEW ENGLAND REGIONAL COUNCIL OF THE NATIONAL ASSOCIATION OF THE HOUSING AND REDEVELOPMENT OFFICIALS ("NERC/NAHRO")

The Board considered an advertisement in the Program Book for the NERC/NAHRO 2015 Annual Conference and Exhibition to be held in North Falmouth, MA from June 21 thru June 24, 2015.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Barbara A. Purcell, it was unanimously

VOTED: To approve and authorize the purchase of a one-half page ad in the NERC/NAHRO 2015 Annual Conference and Exhibition Program Book at a cost of \$100.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow, Joan M. Chiasson and Barbara A. Purcell.

Nays: None.

B. ENLIGHTENED ENERGY CONSULTANTS ("EEC")

A request from the Philadelphia Housing Authority (PHA) to "piggyback" MHA's contract procurement with Enlightened Energy Consultants and sign an intergovernmental agreement with the PHA was presented to the Board by the Executive Director. There is no cost to MHA.

After due discussion and upon motion duly made by Barbara A. Purcell and seconded by Francis C. Boudrow, it was unanimously

VOTED: To approve and authorize the Executive Director's execution of an Intergovernmental Agreement with the Philadelphia Housing Authority to "piggyback" MHA's procurement of and contract with Enlightened Energy Consultants.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow, Joan M. Chiasson and Barbara A. Purcell.

Nays: None.

7. OPEN DISCUSSION

None.

ADJOURNMENT

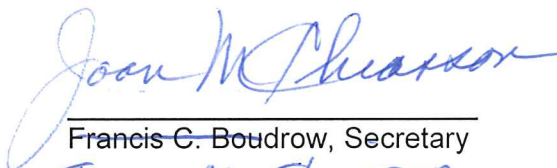
After due discussion and upon motion duly made by Barbara A. Purcell and seconded by Joan M. Chiasson, it was unanimously

VOTED: To adjourn.

Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow,
Joan M. Chiasson and Barbara A. Purcell.

Nays: None.

Adjourned at 5:40 PM


Francis C. Boudrow, Secretary

Joan M. Chiasson
Acting Secretary