

**MEETING OF THE MALDEN HOUSING AUTHORITY**

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, April 28, 2020 at 5:00 PM through teleconference due to COVID-19.

COMMISSIONERS ON TELECONFERENCE: Mark A. Lawhorne, Chairperson, George N. Bayers, Francis C. Boudrow and Frank M. Molis

COMMISSIONER NOT IN ATTENDANCE: Joan M. Chiasson

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

**1. APPROVAL OF MINUTES OF APRIL 14, 2020**

The minutes of the meeting of April 14, 2020 were examined to the Board.

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

VOTED: To approve the minutes of April 14, 2020 as submitted.

Ayes: Mark A. Lawhorne, George N. Bayers, Francis C. Boudrow and Frank M. Molis

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. MALDEN POLICE DEPARTMENT – INVOICES (2)**

The Board scrutinized two (2) invoices from the Malden Police Department. The first dated April 13, 2020 in the sum of \$527.30 (Inv. No. 22095) for police details at Suffolk Manor and the second invoice dated April 15, in the sum of \$527.30 (Inv. No. 22108) for police details at 120 Mountain Avenue and 630 Salem Street.

After due discussion and upon motion duly made by Francis C. Boudrow 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 \$1,054.60

Ayes: Mark A. Lawhorne, George N. Bayers, Francis C. Boudrow and Frank M. Molis

Nays: None

**B. UNITED ELEVATOR – INVOICES (2)**

Two (2) invoices from United Elevator for the rebuilding and rehabilitation of elevators at 557 Pleasant Street were reviewed by the Board as follows:

Invoice No. 805442	March 24, 2020	\$51,481.45
Invoice No. 806019	April 22, 2020	\$ 3,518.80

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

VOTED: To approve and authorize payment to United Elevator in the sums of \$51,481.45 and \$3,518.80 to be paid from Capital Funds.

Ayes: Mark A. Lawhorne, George N. Bayers, Francis C. Boudrow and Frank M. Molis

Nays: None

**C. MRI SOFTWARE, LLC**

The Executive Director discussed the MRI Call Max Software System information the Board had received prior to this meeting and requested approval to purchase same to facilitate public housing and Section 8 staff contacting resident and participant families by phone or electronically to inform them of emergency or important notifications for the initial price of \$7,174 for the first year.

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

VOTED: To approve MHA's purchase of MRI's Call Max Software System for the sum of \$7,174 and authorize the Executive Director to contract with the Company in that amount.

Ayes: Mark A. Lawhorne, George N. Bayers, Francis C. Boudrow and Frank M. Molis

Nays: None

**D. TRIANGLE, INC. – INVOICES (2)**

The Board considered two (2) invoices from Triangle, Inc. The first in the sum of \$4,257.38 dated April 1, 2020 for the month of February 2020 and the second in the sum of \$2,294.75 dated April 10, 2020 for cleaning and maintenance services for part of the month of March 2020 at Pearl Street and Mountain Avenue.

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 Triangle, Inc. in the sums of \$4,257.38 and \$2,294.75 for custodial services with payment allocated against the AMPs served.

Ayes: Mark A. Lawhorne, George N. Bayers, Francis C. Boudrow and Frank M. Molis

Nays: None

**E. BCM CONTROLS CORPORATION ("BCM") – PROPOSAL**

A proposal dated April 23, 2020 from BCM to install and activate four (4) cameras in the rehabilitated elevators at 557 Pleasant Street for the sum of \$22,451.52 was analyzed by the Board.

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

VOTED: To approve and authorize the Executive Director to contract with BCM for the installation and activation of four (4) elevator cameras at 557 Pleasant Street in the sum of \$22,451.52 to be paid by the Capital Fund.

Ayes: Mark A. Lawhorne, George N. Bayers, Francis C. Boudrow and Frank M. Molis

Nays: None

**F. BCM – PROPOSALS (6)**

The Board perused six (6) proposals from BCM to upgrade video surveillance as follows:

<u>Dated</u>	<u>Property</u>	<u>Amount</u>
April 23, 2020	275 Newland	\$ 9,382.35
April 21, 2020	312 Bryant	9,670.90
April 21, 2020	630 Salem	19,476.76
April 22, 2020	120 Mountain	17,326.99
April 20, 2020	557 Pleasant	13,535.54
April 21, 2020	89 Pearl	<u>9,526.63</u>
		<u>\$78,919.17</u>

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 the Executive Director to contract with BCM for upgrades to MHA's video surveillance equipment as stated above for the total sum of \$78,919.17

Ayes: Mark A. Lawhorne, George N. Bayers, Francis C. Boudrow and Frank M. Molis

Nays: None

4. **POLICIES AND CONTRACTS**

None

5. **CHARITABLE REQUESTS**

None

6. **CORRESPONDENCE AND NEWSLETTERS**

- Eviction Moratorium Summary (COVID-19) – Attorney Thomas P. Callaghan, Jr.

7. **OPEN DISCUSSION**

A. **REVISED CALENDAR – MHA MEETINGS**

An updated calendar was presented to the Board for consideration of selecting dates for MHA's Public Housing Authority Plan Resident Advisory Board ("RAB") meeting and the Public Housing Authority Plan Public Hearing ("PHA Plan"), and the Massachusetts Department of Housing and Community Development's ("DHCD's") new required MHA State Annual Plan public hearing.

For Information only. To be taken up at the next Board meeting on May 12, 2020.

**ADJOURNMENT**

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

VOTED: To adjourn

Ayes: Mark A. Lawhorne, George N. Bayers, Francis C. Boudrow and Frank M. Molis

Nays: None

Adjourned at 5:30 PM

  
 Francis C. Boudrow, Secretary

SEAL

**THESE MINUTES WERE APPROVED BY VOTE OF THE MHA BOARD OF COMMISSIONERS AT THEIR REGULAR MEETING OF 5/12/2020, TO BE SIGNED WHEN THE PUBLIC HEALTH CRISIS IS ABATED**