

**MEETING OF THE MALDEN HOUSING AUTHORITY**

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, August 26, 2014 at 5:00 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS PRESENT: Barbara A. Purcell, Chairperson, Frank M. Molis, George N. Bayers and Joan M. Chiasson

COMMISSIONERS ABSENT: Francis C. Boudrow  
MHA STAFF: Stephen G. Finn, Thomas P. Callaghan, Jr., Edward Fahey and Deborah A. Lungo

ALSO PRESENT: Karen Hayes, Mayor's Office

**1. APPROVAL OF MINUTES – AUGUST 12, 2014**

The minutes from the previous meeting of August 12, 2014 were not yet available for review.

No further action was necessary at this time.

**2. APPROVAL OF BILLS AND SIGNING OF CHECKS**

There were no bills or signing of checks.

No further action was necessary at this time.

**3. FINANCIAL MATTERS**

**A. BELLROCK CONSTRUCTION, LLC ("BELLROCK")**

The Executive Director presented a letter rescinding MHA's contract previously awarded to Bellrock for concrete and masonry repairs at multiple MHA properties in the sum of \$34,450 since Bellrock could not provide a payment and performance bond.

A new request for proposal for the concrete and masonry repairs will be solicited.

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

VOTED: To rescind the contract with Bellrock in the sum of \$34,450 for the concrete and masonry repairs at multiple MHA properties.

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

Nays: None.

**B. COMFORT SYSTEMS USA/BCM CONTROLS CORPORATION (“BCM”) – INVOICES (3)**

Three (3) invoices from BCM all dated August 12, 2014 in the amounts of \$2,676 and \$476 for upgrading the security and camera system at 630 Salem Street and \$119.20 for upgrading the camera and security system at 120 Mountain Avenue were scrutinized by the Board.

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 payment to BCM in the total amount of \$3,271.20 for upgrading the camera and security systems at 630 Salem Street and 120 Mountain Avenue.

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

Nays: None.

**C. GSG ASSOCIATES, INC. (“GSG”) – INVOICE**

The Board was presented with an invoice in the amount of \$475 from GCG for a pre-construction meeting 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 Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment to GSG in the amount of \$475 and submit to the Massachusetts Department of Housing and Community Development (“DHCD”) for processing.

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

Nays: None.

**D. BORRELL TECHNOLOGY INCORPORATED (“BORRELL”) – INVOICE**

An invoice dated August 11, 2014 from Borrell in the amount of \$9,752 for consulting services pertaining to the Newland Street accessibility project was analyzed by the Board.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment to Borrell in the amount of \$9,752 for consulting services pertaining to the Newland Street accessibility project.

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

Nays: None.

**E. ROCA, INC. ("ROCA") – INVOICE**

The Board considered an invoice from Roca dated August 13, 2014 in the sum of \$2,395.68 for maintenance and custodial services at various MHA properties.

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 Roca in the sum of \$2,395.68 for maintenance and custodial services.

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

Nays: None.

**F. MALDEN POLICE DEPARTMENT – INVOICE**

An invoice dated August 19, 2014 (No. 9968) in the sum of \$1,504 from the Malden Police Department for police details at the Newland Street development was studied by the Board.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment to the Malden Police Department in the sum of \$1,504 for police details at the Newland Street development.

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

Nays: None.

**G. BIDDOCS ONLINE ("BIDDOCS") – INVOICE**

The Board examined an invoice from BidDocs dated August 18, 2014 in the sum of \$641.09 for construction documents on the bids for repairs for 120 Mountain Avenue.

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 BidDocs in the sum of \$641.09 for construction documents on the bids for repairs at 120 Mountain Avenue.

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

Nays: None.

#### H. FAIR MARKET RENTS ("FMR")

The Executive Director presented the U.S. Department of Housing and Urban Development ("HUD") published proposed Fair Market Rents by bedroom size for FFY 2015 and requested the Board consider approving same to be implemented as of 10/1/2014 as MHA's FFY 2015 Section 8 Payment Standards and MHA's public housing flat rents consistent with MHA's ACOP and Section 8 Administrative Plan. The Executive Director represented to the Board that HUD's published final FMR's had never deviated from HUD's published proposed, in his experience.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously

VOTED: So long as same do not deviate from HUD's published final FMR's, to approve and adopt HUD's published proposed FMR at 100% by bedroom size as the MHA's payment standard for the Housing Choice Voucher Program (Section 8) and as MHA's public housing flat rents by bedroom size for FFY 2015, as follows:

|               |          |     |
|---------------|----------|-----|
| Efficiency    | \$1,071; |     |
| One bedroom   | 1,196;   |     |
| Two bedroom   | 1,494;   |     |
| Three bedroom | 1,861;   | and |
| Four bedroom  | 2,023.   |     |

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

Nays: None.

#### I. KOPELMAN AND PAIGE, P.C. – INVOICE

The Board reviewed an invoice dated August 22, 2014 from Kopelman and Paige, P.C., MHA's counsel for employment issues, in the sum of \$2,145.78.

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 payment to Kopelman and Paige, P.C. in the sum of \$2,145.78 for legal services.

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

Nays: None.

**J. MALDEN YMCA – INVOICE**

An invoice dated May 31, 2014 from the Malden YMCA for the Newland Street After School Program in the sum of \$1,042.33 was scrutinized by the Board.

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

VOTED: To approve and authorize payment to the Malden YMCA in the sum of \$1,042.33 for the Newland Street After School Program.

Ayes: George N. Bayers and Barbara A. Purcell.

Abstain: Frank M. Molis and Joan M. Chiasson

Nays: None.

**4. POLICIES**

**A. ROCA – STATE MINIMUM WAGE RATE**

The Executive Director explained the recent increase in the State minimum wage and the need to amend MHA's contract with Roca to reflect the change.

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 amendment to the Roca contract to increase appropriate pay rates to the state minimum wage requirements.

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

Nays: None.

**5. CHARITABLE REQUESTS**

A. None

**6. CORRESPONDENCE AND NEWSLETTERS**

**A. REVERE HOUSING AUTHORITY**

A letter from the Revere Housing Authority was distributed to the Board thanking MHA for its assistance in cleaning up the tornado debris.

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

VOTED: To officially commend and thank all MHA employees, both those who contributed to clean-up efforts and those who remained at MHA and "manned the fort", for their efforts in assisting the Revere Housing Authority following the recent tornado.

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

Nays: None.

**B. NATIONAL ASSOCIATION OF THE HOUSING AND REDEVELOPMENT OFFICIALS ("NAHRO")**

The NAHRO Massachusetts Public Housing Administrator (MPHA) program and Board Member Certification program flyer was distributed to the Board.

No further action was necessary at this time.

**C. NEW ENGLAND REGIONAL COUNCIL – EMPLOYEE RELATIONSHIP WORKSHOPS**

A newsletter from New England Region Council announcing registration for Coaching Employees to Succeed was considered by 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 and authorize appropriate staff to register for the Coaching Employees to Succeed seminar.

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

Nays: None.

**D. NAHRO 2014 ANNUAL FALL CONFERENCE**

An advertisement for the Program Book for the NAHRO 2014 Annual Conference and Exhibition to be held in Baltimore, MD from October 16 thru October 18, 2014 was distributed to the Board.

No further action was necessary at this time.

**7. OPEN DISCUSSION****A. ENERGY PERFORMANCE CONTRACT**

The calculation for the Energy Performance contract for the time period January 2014 thru May 2014 was presented to the Board showing a total cost savings of approximately \$154,000 to date.

No further action was necessary at this time.

**B. LABOR DAY WEEKEND 2014**

A memorandum from the Director of Human Services for the City of Malden announcing that municipal offices in City Hall will be closed for business on Friday, August 29, 2014, in observance of the Labor Day holiday weekend.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize MHA employees the extra day off of Friday, August 29, 2014, in observance of the Labor Day holiday weekend for the year 2014 only, with employees who had designated a vacation or personal day in order to take that day off receiving credit for such time.

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

Nays: None.

**ADJOURNMENT**

After due discussion and upon motion duly made by Frank M. Molis and seconded by Joan M. Chiasson, it was unanimously

VOTED: To adjourn.

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

Nays: None.

Adjourned at 5:53 PM

  
George Bayers, Secretary