

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, December 3, 2013 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

MHA STAFF PRESENT: Stephen G. Finn, Deborah Lungo and Edward Fahey

ABSENT: Francis C. Boudrow and Joan M. Chiasson.

1. APPROVAL OF MINUTES

The Executive Director explained the minutes from previous meetings were not yet available.

No further action was necessary at this time.

2. APPROVAL OF BILLS AND SIGNING OF CHECKS

There were no bills or signing of check.

No further action was necessary at this time.

3. FINANCIAL MATTERS

A. MALDEN YMCA – INVOICE

An invoice dated October 1, 2013 from the Malden YMCA for transportation services in the sum of \$2,228.62 was presented to the board for payment.

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

VOTED: To approve and authorize payment to the Malden YMCA in the sum of \$2,228.62 for transportation

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

Abstain: Frank M. Molis.

B. ROCA – INVOICE

An invoice dated November 11, 2013 from ROCA for their maintenance crew work in the amount of \$2,031.12 was presented for payment.

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

VOTED: To approve and authorize payment to ROCA in the sum of \$2,031.12 for services.

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

Nays: None.

C. RESIDENTIAL MOVING SERVICES—RFP

Edward Fahey, Director of Modernization and Procurement, provided the Board with a table of the detail of two bids received for the Residential Moving Services that will be needed for phase two of the 504 project at Salem Street. Mr. Fahey recommended Diamond Relocation, as the most responsive and responsible bidder in the sum of \$748.00.

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 the award to Diamond Relocation as the most responsive and responsible bidder and authorize the Executive Director to award the contract to Company in the sum of \$748.00/unit as highest possible cost.

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

Nays: None.

D. MALDEN CONTRIBUTORY RETIREMENT SYSTEM

The Board reviewed a letter dated December 2, 2013 from the Malden Contributory Retirement System for FY15. The Executive Director explained to the Board that if we pay the amount indicated due by July 1, 2014 we could save \$59,393.00 if paid in full at that time.

No action was taken at this time.

E. WILLIAM F. SULLIVAN INSURANCE AGENCY—INVOICE

An Invoice was presented to the Board from Wm. F. Sullivan Insurance Agency in the amount of \$18,335.00 for the state owned properties. The Executive Director explained that the Wm. F. Sullivan Agency had been award the Contract for the state owned properties by DHCD.

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 payment to Wm. F. Sullivan Ins. Agency in the sum of \$18,335.00 to insure MHA's state assisted properties.

AYES: Barbara A. Purcell, Frank M. Molis, and George N. Bayers.

Nays: None.

F. COMMONWEALTH OF MASSACHUSETTS GROUP INSURANCE COMPANY

An invoice dated December 2, 2013 from the Commonwealth of Massachusetts Group Insurance Company was studied by the Board, in the amount of \$3,816.00.

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

VOTED: To approve and authorize payment to Commonwealth of Massachusetts Group Insurance Company in the amount of \$3,816.00

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

Nays: None.

G. MASSNAHRO –INVOICE

An invoice from MassNAHRO was presented to the board for payment in the amount of \$950.00 for the membership dues.

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 MassNAHRO for membership dues for the year 2014

AYES: Barbara A. Purcell, Frank M. Molis, and George N. Bayers.

NAYS: None.

H. FAIR MARKET RENTS (“FMR”)

The Executive Director said that although the Board had previously approved 100% of the HUD published FMR's as MHA's Section 8 Payment Standards and Public Housing Flat Rents by bedroom size for FY 2014, Section 8 Director, Yolanda Waldman, had requested confirmation of such for a new FMR jurisdiction that one of MHA's Section 8 program participation families had moved to (Barnstable). The Executive Director asked the Board to confirm their previous vote as having included all HUD's designated FMR jurisdictions in Massachusetts.

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

VOTED: To confirm the Board's previous vote to establish 100% of the HUD FMR's as MHA's Payment Standards for the Section 8 Housing Choice Voucher Program by bedroom size, for all Massachusetts jurisdictions, inclusive of the Barnstable Town/City FMR region in those amounts recited, as follows:

Efficiency	\$787.00;
One bedroom	877.00;

Two bedroom 1,176.00;
 Three bedroom 1,538.00; and
 Four bedroom 1,615.00.

VOTED: To adopt HUD's published final FMR's as MHA's public housing flat rents for FY 2014 at 100% by bedroom size, as follows:

Efficiency \$787.00;
 One bedroom 877.00;
 Two bedroom 1,176.00;
 Three bedroom 1,538.00; and
 Four bedroom 1,615.00.

AYES: Barbara A. Purcell, Frank M. Molis, and George N. Bayers.

NAYS: None.

G. MYSTIC VALLEY ELDER SERVICES, INC. ("MVES") – INVOICES (4)

The Board studied four (4) invoices dated November 12, 2013 and October 4, 2013.

September	ROSS	\$2,833.33
October	ROSS	\$2,833.33
September	Resident Services	\$7,743.62
October	Resident Services	\$12,414.25

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 MVES in the sums of \$2,833.33 for September and \$2,833.33 for October under the ROSS grant, and \$7,743.62 for September and \$12,414.25 for October from the CFP 1408 account for on-site resident service coordinators.

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

Nays: None.

H. DIANE COHEN – INVOICE

An invoice dated December 2, 2013 from Diane Cohen for occupancy consulting services in the sum of \$1,000.00 was studied 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 payment to Diane Cohen for consulting services in the sum of \$1,000.00

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

Nays: None.

4. CHARITABLE REQUESTS

A. MALDEN KIWANIS – HOLIDAY BASKET DRIVE

The board reviewed a solicitation from the Malden Kiwanis for their Holiday Basket Drive.

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 a contribution of \$50.00 from the general reserve or the COCC to the Malden Kiwanis Holiday Basket Drive.

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

Nays: None.

5. CORRESPONDENCE AND NEWSLETTERS

A. DHCD—BID PACKAGE APPROVAL FOR FORESTDALE CONCRETE DECKING

The Board received a notification from DHCD concerning the approval of the Scope of work to repair the concrete decking at the Forestdale Development with the Project Designer being CBI Consulting Inc. for the amount of \$482,259.53.

No further action was necessary at this time.

B. HOLIDAY PARTY

The Board was presented an invitation to the Holiday Party being held at the Sun Kong Restaurant on Eastern Avenue, at 12:30 PM, December 12, 2013.

No further action was necessary.

C. RESIDENT ADVISORY BOARD BANK STATEMENTS

The Board was presented an update for the Newland Street and the Linden Tenants Association bank statements.

No further action was necessary at this time.

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D. CORI POLICY

The Board was presented a version an updated Cori Policy and discussed the changes made.

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 changes in the current Cori Policy and implement same immediately.

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

Nays: None.

ADJOURNMENT

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

VOTED: To adjourn.

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

Nays: None.

Adjourned at 5:55 PM


Secretary