MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, January 21, 2014 at 5:00 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS

Barbara A. Purcell, Chairperson, Frank M. Molis

PRESENT:

(tardy), George N. Bayers, Francis C. Boudrow and

Joan M. Chiasson (tardy)

MHA STAFF

Stephen G. Finn, Thomas P. Callaghan, Jr., Edward

PRESENT:

Fahey and Deborah Lungo

ALSO PRESENT:

Karen Hayes, Mayor's Office

1. APPROVAL OF MINUTES- JANUARY 14, 2014

The Executive Director informed the Board that the minutes from the previous meeting were not available.

No further action was necessary at this time.

APPROVAL OF BILLS AND SIGNING OF CHECKS 2.

There were no bills or signing of checks.

No further action was necessary at this time.

3. **FINANCIAL MATTERS**

A. ROCA, INC. ("ROCA") – INVOICE

The Board reviewed an invoice from Roca dated January 10, 2014 in the sum of \$1,554.96 for maintenance work at 89 Pearl Street, 630 Salem Street and 557 Pleasant Street.

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

VOTED:

To approve and authorize payment to Roca in the sum of

\$1,554.96 for the accessibility upgrades.

Ayes: Barbara A. Purcell, George N. Bayers and Francis C.

Boudrow.

Nays: None.

В. **MALDEN YMCA - INVOICE**

An invoice from the Malden YMCA dated December 31, 2013 in the sum of \$1,520.29 for transportation services was studied by the Board.

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

VOTED:

To approve and authorize payment to the Malden YMCA in the

sum of \$1,520.29 for transportation services.

Ayes: Barbara A. Purcell, George N. Bayers and Francis C.

Boudrow.

Nays: None.

C. CARDNO ATC ASSOCIATES ("CARDNO") - BID

The Executive Director presented a bid from Cardno for asbestos monitoring during the accessibility upgrade project at 630 Salem Street in the sum of \$9,763. Cardno is an approved vendor under the Commonwealth of Massachusetts and was the most responsive and responsible bidder.

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

VOTED:

To approve and authorize the Executive Director to enter into a contract with Cardno for asbestos monitoring at 630 Salem Street in the sum of \$9,763.

Ayes: Barbara A. Purcell, George N. Bayers and Francis C.

Boudrow.

Nays: None.

D. <u>LAMBRIAN CONSTRUCTION CORPORATION ("LAMBRIAN") – CHANGE</u> ORDER

The Executive Director presented a change order dated January 15, 2014 from Lambrian for miscellaneous minor changes to Phase I of the accessibility contract with four changes totaling \$6,849.89. With the change order, the total contract sum is now \$1,042,081.

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

VOTED:

To approve and authorize the Executive Director to execute the change order with Lambrian for the accessibility upgrade.

Ayes: Barbara A. Purcell, George N. Bayers and Francis C.

Boudrow.

Nays: None.

Frank M. Molis joined the meeting.

E. MALDEN POLICE DEPARTMENT – INVOICES (2)

The Board reviewed two (2) invoices from the Malden Police Department for police details at Newland Street and 630 Salem Street as follows:

<u>Dated</u>	Invoice No.	<u>Amount</u>
01/17/2014	8841	\$ 752
01/21/2014	8849	<u>752</u>
	Total	<u>\$1,504</u>

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 the Malden Police

Department in the total sum of \$1,504.

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

Francis C. Boudrow.

Nays: None.

F. MASSACHUSETTS NATIONAL ASSOCIATION OF HOUSING AND REDEVELOPMENT OFFICIALS ("MASS/NAHRO") – TRAINING

The Executive Director and the Board discussed the upcoming Mass/NAHRO Training for Board members entitled Professional Relationships.

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

VOTED:

To approve and authorize the Board members attendance at the upcoming Mass/NAHRO training on professional relationships.

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

Francis C. Boudrow.

Nays: None.

4. CHARITABLE REQUESTS

None.

5. CORRESPONDENCE AND NEWSLETTERS

A. HOUSING FAMILIES – LEGISLATIVE BREAKFAST

The Executive Director transmitted an invitation of Housing Families Inc. to their 12th Annual Legislative Breakfast.

No further action was necessary at this time.

Joan M. Chiasson joined the meeting.

6. **OPEN DISCUSSION**

A. MHA POLICIES

The Executive Director presented draft policies on the use of community space and property remaining in the unit after the death of a resident for review by the Board.

No further action was necessary at this time.

MHA- SECTION 8 ADMINISTRATIVE PLAN ("ADMIN PLAN") B.

The Executive Director and Board discussed the amendments to the MHA's Section 8 Administrative Plan which were presented by staff at the previous meeting.

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 the amendments to the MHA's

Administrative Plan as presented.

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

Francis C. Boudrow and Joan M. Chiasson.

Nays: None.

ADJOURNMENT

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

VOTED:

To adjourn.

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

Francis C. Boudrow and Joan M. Chiasson.

Nays: None.

Adjourned at 5:25 PM

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