

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, January 26, 2016 at 5:00 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS PRESENT: George N. Bayers Chairperson, Frank M. Molis, Joan M. Chiasson, Francis C. Boudrow and Mark A. Lawhorne (tardy)

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

ALSO PRESENT: Karen Hayes, Mayor's Office

1. APPROVAL OF REGULAR MINUTES OF DECEMBER 15, 2015 AND SUB-COMMITTEE MINUTES OF JANUARY 12, 2016

The minutes of December 15, 2015 Board meeting and the minutes of January 12, 2016 Subcommittee meeting were reviewed by the Board. The votes of the January 12, 2016 Subcommittee meeting require ratification and confirmation by the Board of Commissioners.

After due discussion and upon motion duly made by Francis C. Boudrow and seconded by Joan M. Chiasson, it was unanimously

VOTED: To approve the minutes of December 15, 2015 and approve, ratify and confirm the Subcommittee votes as detailed in minutes of January 12, 2016 as submitted.

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

Nays: None.

Mark A. Lawhorne joined the meeting.

2. APPROVAL OF BILLS AND SIGNING OF CHECKS

The Board reviewed the list of bills and checks and after due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously

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

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

Nays: None.

3. FINANCIAL MATTERS

A. SIEMENS INDUSTRY, INC. ("SIEMENS") – INVOICE

An invoice dated November 11, 2015 from Siemens in the sum of \$299,880 for services and materials under the Energy Performance Contract ("EPC") which will be paid from the bond issue was scrutinized by the Board. The contract balance to finish is \$1,873,863.

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

VOTED: To approve and authorize payment to Siemens in the sum of \$299,880 from the MHA's EPC account with East Boston Savings Bank for EPC project work.

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

Nays: None.

B. MASSACHUSETTS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT ("DHCD") AMENDMENT NO. 8 – CAPITAL WORK PLAN 5001 RESOLUTION 2016 – 2

The Executive Director introduced and read a Resolution authorizing a Contract for Financial Assistance and Capital Improvement Work Plan No. 5001 for State-Aided Capital Improvement Housing Programs 165026 and 165041 for additional DHCD funding of \$281,253.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Francis C. Boudrow, it was unanimously

RESOLVED AND VOTED: **Resolution No. 2016-02** To authorize and approve the Executive Director to enter into a contract with DHCD in the name of MHA under its corporate seal, and the Secretary is hereby authorized to attest the same.

MHA hereby requests the Director of DHCD enter into such contract with MHA and the Commonwealth of Massachusetts to approve such contract.

The Commissioners of MHA shall be, and they are hereby authorized and directed, on and after the execution of said contract by the respective parties thereto, to do and perform on behalf of MHA all acts and requirements of MHA to perform fully all of its' obligations thereunder.

This Resolution shall take effect immediately.

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

Nays: None.

C. FINANCIAL STATEMENT

The Executive Director transmitted the monthly financial reconciliation from Howard Gordon, CPA by Asset Management Project ("AMP") as of December 31, 2015 for review.

No further action was necessary at this time.

D. NANGLE ENGINEERING INCORPORATED ("NANGLE") – INVOICE

The Board considered an invoice dated January 14, 2016 from Nangle in the sum of \$2,591.38 for engineering services on load center work and improvements at Springdale.

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 in the sum of \$2,591.38 to Nangle for engineering services at Springdale and submit the same to DHCD for reimbursement.

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

Nays: None.

E. MALDEN POLICE DEPARTMENT – INVOICES (6)

Six (6) invoices from the Malden Police Department for police details at Newland Street and 630 Salem Street were analyzed by the Board as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
01/14/16	12637	\$ 1,107.05
01/14/16	12645	332.11
01/15/16	12662	885.63
01/19/16	12685	221.41
01/22/16	12711	221.41
01/22/16	12719	<u>221.41</u>
	TOTAL	\$2,989.02

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Francis C. Boudrow, it was unanimously

VOTED: To approve and authorize payment to the Malden Police Department in the sum of \$2,989.02 for police details.

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

Nays: None.

F. SERVPRO OF MALDEN/MELROSE (“SERVPRO”) – INVOICE

The Board studied an invoice dated January 22, 2016 in the sum of \$1,565.10 from ServePro for the cleanup and restoration of fire damage at 401A Forest Street.

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

VOTED: To approve and authorize payment in the sum of \$1,565.10 to ServePro for cleanup and restoration of the fire damage at 401A Forest Street.

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

Nays: None.

G. COMFORT SYSTEMS USA/BCM CONTROLS CORPORATION (“BCM”) – INVOICE

An invoice from BCM dated December 28, 2015 in the amount of \$47,904.80 for security and camera system expansion and improvements at Suffolk Manor and Pleasant Street was examined by the Board.

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

VOTED: To approve and authorize payment in the sum \$47,904.80 for security and camera system expansion and improvements at Suffolk Manor and Pleasant Street to be paid by AMP 2 and AMP 5.

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

Nays: None.

H. MASSACHUSETTS NATIONAL ASSOCIATION OF HOUSING AND REDEVELOPMENT OFFICIALS (“MASS/NAHRO”) – ANNUAL LEGISLATIVE INFORMATION DAY

The Board was informed of Mass/NAHRO’s Annual Legislative Information Day at the State House in Boston on March 2, 2016.

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize attendance at the Mass/NAHRO’s Annual Legislative Information Day at the State House in Boston

on March 2, 2016 for appropriate staff and Commissioners, including transportation.

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

Nays: None.

4. **POLICIES**

None

5. **CHARITABLE REQUESTS**

A. **MALDEN HIGH SCHOOL JR. VARIETY CLASS OF 2017**

A solicitation to place an ad in the Malden High School's Class of 2017 Junior Variety ad book was considered 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 the Executive Director to place an ad in the Malden High School 2017 Junior Variety ad book for the sum of \$100 to be paid by the COCC.

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

Nays: None.

B. **MALDEN CHAMBER OF COMMERCE**

The Board discussed the upcoming Malden Chamber of Commerce Breakfast with the Mayor's State of the City Address on February 25, 2016.

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

VOTED: To purchase a table of ten at the Malden Chamber of Commerce Breakfast for the sum of \$270 to be paid by the COCC and authorize appropriate staff and Commissioners to attend.

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

Nays: None.

6. CORRESPONDENCE AND NEWSLETTERS

A. MASS/NAHRO 2016 ANNUAL CONFERENCE & EXHIBITION

The Board discussed the upcoming Mass/NAHRO 2016 Annual Conference & Exhibition scheduled for May 20-23, 2016 at the Sea Crest Resort in North Falmouth, MA.

After due discussion and upon motion duly made by Francis C. Boudrow and seconded by Frank M. Molis, it was unanimously

VOTED: To authorize and approve appropriate staff and Commissioners to attend the Mass/NAHRO Annual Conference.

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

Nays: None.

B. AGASSIZ VILLAGE SUMMER CAMP ("AGASSIZ")

The Executive Director circulated a letter from Agassiz Village to Adelaide Breed Bayrd Foundation requesting a grant of \$50,000 which funding has been helpful in assisting MHA tenants to attend the summer camp.

No further action was necessary at this time.

C. MALDEN YMCA APPRAISAL – HILCO REAL ESTATE APPRAISAL, LLC ("HILCO")

The Executive Director informed the Board of the requirement by the U.S. Department of Housing and Urban Development ("HUD") for an appraisal of the two (2) condominiums owned by MHA at the Malden YMCA to validate the proposed repurchase of the condominium units by the YMCA

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

VOTED: To authorize and approve the engagement of Hilco to perform an appraisal of MHA's condominium units at the YMCA with the work to be paid by the COCC.

Ayes: George N. Bayers and Francis C. Boudrow.

Abstain: Frank M. Molis, Joan M. Chiasson and Mark A. Lawhorne.

Nays: None.

7. **OPEN DISCUSSION**

None

ADJOURNMENT

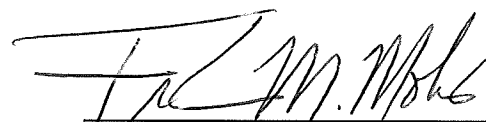
After due discussion and upon motion duly made by Francis C. Boudrow and seconded by George N. Bayers, it was unanimously

VOTED: To adjourn.

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

Nays: None.

Adjourned at 6:00 PM


Joan M. Chiasson, Secretary