

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, July 21, 2015 at 5:10 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS

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

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

1. APPROVAL OF MINUTES – JULY 7, 2015

The minutes of July 7, 2015, which included the ratification and confirmation of the June 16, 2015 subcommittee meeting, were reviewed by the Board and after due discussion and upon motion duly made by Barbara A. Purcell and seconded by Joan M. Chiasson, it was unanimously

VOTED: To approve and authorize the minutes of July 7, 2015 as submitted.

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

Nays: None.

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. ACCOUNTANT'S COMPILATION REPORT

The Board received a transmittal letter from Howard Gordon, CPA with the Accountant's Compilation Report as of June 30, 2015.

No further action was necessary.

B. URBAN AIR INC. ("URBAN AIR") – INVOICE

An invoice for the month of June 2015 from Urban Air for monthly information technology services in the sum of \$2,100 was scrutinized by the Board.

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

VOTED: To approve and authorize payment to Urban Air for information technology services in the sum of \$2,100.

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

Nays: None.

C. TENANT MOVING EXPENSES – INVOICE

The Board studied a U.S. Department of Housing and Urban Development (“HUD”) moving expense form for a resident who moved from the Newland Street Development to Sammett Street to accommodate the Newland Street accessibility project in the amount of \$1,000.

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 the tenant in the sum of \$1,000 for moving expenses to Sammett Street to be paid from the Capital Fund.

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

Nays: None.

D. MALDEN POLICE DEPARTMENT – INVOICES (7)

Seven (7) invoices from the Malden Police Department for police details at Newland Street and 630 Salem Street were considered by the Board as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
06/30/15	11439	\$188
06/30/15	11453	188
06/30/15	11457	188
07/07/15	11473	376
07/13/15	11499	188
07/15/15	11535	188
07/20/15	11549	<u>188</u>
	TOTAL	<u>\$ 1,504</u>

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 the Malden Police Department in the total sum of \$1,504 for the police details as itemized above.

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

Nays: None.

E. CLEMENT STREET – REDEVELOPMENT

The Executive Director explained the cost estimate from PMC LLC dated June 18, 2015 for the Clement Street HILAPP redevelopment project with a total cost estimate of \$2.5 million. The Board discussed MHA contributing up to \$200,000 from the General Reserve and/or deprogramed Central Office Cost Center (“COCC”) funds which may be sufficient to leverage an up to additional \$400,000 in necessary renovating funding from the Massachusetts Department of Housing and Community Development (“DHCD”).

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 contribution and expenditure of up to \$200,000 from COCC or general reserve funds, if said contribution results in leveraging up to an additional \$400,000 in DHCD HILAPP funds.

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

Nays: None.

F. NANGLE ENGINEERING INCORPORATED (“NANGLE”) – INVOICE

An invoice dated July 21, 2015 from Nangle in the sum of \$758.20 for engineering services on load center work and improvements at Springdale was analyzed by the Board.

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

VOTED: To approve and authorize payment in the sum of \$758.20 to Nangle for engineering services at Springdale and submit the same to DHCD for reimbursement.

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

Nays: None.

4. POLICIES

A. PERSONNEL POLICY

The Executive Director presented the Board with a draft of MHA's Personnel Policy.

No further action was necessary at this time.

5. CHARITABLE REQUESTS

A. PROJECT TRIANGLE

The Board examined a solicitation for the 23rd Annual Project Triangle Golf Classic.

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

VOTED: To approve and authorize the contribution of \$100 to the 23rd Annual Project Triangle Golf Classic.

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

Nays: None.

B. MALDEN CATHOLIC HIGH SCHOOL

A solicitation from Malden Catholic High School for its 29th Annual Golf Tournament was perused by the Board.

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

VOTED: To approve and authorize a contribution of \$100 to the Malden Catholic High School 29th Annual Golf Tournament.

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

Nays: None.

6. CORRESPONDENCE AND NEWSLETTERS

A. LEO P. DAUWER – FALL CONFERENCE

A registration reminder for the Leo P. Dauwer conference for the Fall, 2015 was distributed to the Board.

No further action was necessary at this time.

B. HUD – ON-LINE TRAINING

The Executive Director discussed the upcoming HUD on-line training for Commissioners and the Executive Director will provide printout of materials to assist the Commissioners.

No further action was necessary at this time.

7. OPEN DISCUSSION

None.

ADJOURNMENT

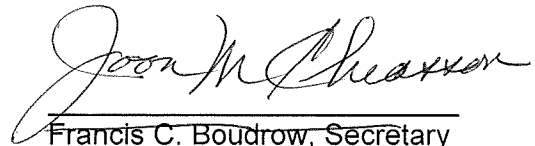
After due discussion and upon motion duly made by Barbara A. Purcell and seconded by Joan M. Chiasson, it was unanimously

VOTED: To adjourn.

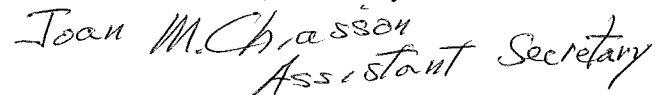
Ayes: Frank M. Molis, George N. Bayers, Francis C. Boudrow,
Joan M. Chiasson and Barbara A. Purcell.

Nays: None.

Adjourned at 5:35 PM



Francis C. Boudrow, Secretary


Joan M. Chiasson
Assistant Secretary