

**MEETING OF THE MALDEN HOUSING AUTHORITY**

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, June 12, 2018 at 10:20 AM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

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

COMMISSIONERS ABSENT: Mark A. Lawhorne

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

**1. APPROVAL OF MINUTES OF MAY 15, 2018**

The minutes of the meeting of May 15, 2018 were presented to the Board and after due discussion and upon motion duly made by Francis C. Boudrow and seconded by George N. Bayers, it was unanimously

VOTED: To authorize and approve the minutes of May 15, 2018 as submitted.

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

Nays: None

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

The Board scrutinized the bills and checks and after due discussion and upon motion duly made by Frank M. Molis and seconded by George N. Bayers, it was unanimously

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

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

Nays: None

**3. FINANCIAL MATTERS**

**A. COMMONWEALTH OF MASSACHUSETTS – GROUP INSURANCE COMMISSION ("GIC") – INVOICES (3)**

Three (3) invoices dated June 1, 2018 for the period April 1, 2018 through June 30, 2018 from GIC for the third quarter of Fiscal Year 2019 were reviewed by the Board for health insurance premiums as follows:

Retirees	\$ 54,984.62
Employees	197,309.07
Survivors	<u>2,975.13</u>
	<u>\$255,268.82</u>

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

VOTED: To approve and authorize payment to GIC for health insurance premiums in the total sum of \$255,268.82 for the period April 1, 2018 to June 30, 2018.

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

Nays: None

**B. MASSACHUSETTS DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT ("DHCD") – AWARD FISCAL YEAR 2021**

A letter dated May 31, 2018 from DHCD awarding MHA the sum of \$248,382 in Formula Funding for Fiscal Year 2021 was distributed to the Board.

For information only.

**C. CBI CONSULTING, LLC ("CBI") – INVOICES (3)**

The Board considered three (3) invoices dated May 31, 2018 from CBI for engineering services as follows:

<u>Development</u>	<u>Amount</u>	<u>Services</u>
Forestdale	\$ 24,375.00	Schematic Design
Clement Street	10,556.00	Construction Management/Substantial Co and Clerk services
630 Salem Street	<u>5,076.00</u>	Construction Contract Administration
	<u>\$40,007.00</u>	TOTAL

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

VOTED: To approve and authorize payment to CBI in the total sum of \$40,007 for engineering services for the above referenced Federal and State developments with \$5,076 to be paid by the Capital Fund and \$34,931 to be submitted to DHCD for payment and processing.

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

Nays: None

**D. HOMER CONTRACTING, INC. ("HOMER") – INVOICE**

An invoice dated June 5, 2018 from Homer for balcony and exterior repairs at 630 Salem Street in the sum of \$314,830 was analyzed by the Board.

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 to Homer in the sum of \$314,830 from the Capital Fund for balcony and exterior repairs at 630 Salem Street.

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

Nays: None

**E. SPRINGDALE SITE SURVEY – REQUEST FOR PROPOSAL ("RFP")**

The Board studied RFP's for bids for the Springdale Site Survey. CBI presented a bid in the sum of \$4,950 and Allen & Major offered a bid of \$7,900

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

VOTED: To award the bid for engineering services and site survey for the Springdale development to CBI as the most responsive and responsible bidder in the sum of \$4,950 and authorize the Executive Director to contract with the Company in that sum.

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

Nays: None

**F. CLEMENT STREET REQUISITION NO. 3**

The Executive Director had previously polled the Board via electronic mail on payment of the third Clement Street requisition from NELCO Worldwide in the sum of \$68,979.50. The electronic mail poll was in the affirmative.

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

VOTED: To confirm, authorize and approve the Executive Director, as MHA's Contracting Officer, to execute all wiring authorization letters, and all other documentation required by MassHousing to process the third requisition for payment submitted by NELCO for construction work performed at MHA's 14-16 Clement Street HILAPP project, and to further authorize and approve Mark Lawhorne, as Board secretary, to sign all Certificates of Vote

required to be submitted with the wiring authorization letters to the Commonwealth of Massachusetts, acting by and through the Department of Housing and Community Development c/o the Massachusetts Housing Finance Agency, Administrator, to fund the Clement Street development rehabilitation project, with the third payment to be made in the sum of \$68,979.50

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

Nays: None

**G. PAINTING BID RFP – ROCKLAND AVENUE**

The Board examined two (2) RFP's for painting and vinyl soffit repairs for State property at Rockland Avenue. The first bid was from Osgood Painting & Contracting in the sum of \$10,796 and the second bid was from John Skouras Co., Inc. in the sum of \$12,900.

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

VOTED: To award the bid for painting and vinyl soffit repairs for Rockland Avenue to Osgood Painting & Contracting as the most responsive and responsible bidder in the sum of \$10,796 and authorize the Executive Director to contract with the Company for same.

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

Nays: None

**H. SPRINGDALE INCINERATOR DEMOLITION**

A Work Order Scope of Services and Payment for Services from DHCD dated May 15, 2018 for the demolition of the incinerator located at the Springdale development in the sum of \$4,800 was scrutinized by the Board. The Board had previously responded in the affirmative to an electronic mail poll. Allen & Major Associates has invoiced MHA for the same.

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

VOTED: To confirm, approve and authorize payment to Allen and Major Associates, Inc. in the sum of \$4,800 for design services for the demolition of the incinerator located at the Springdale development and authorize the Executive Director to the invoice to DHCD for payment and processing.

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

Nays: None

**I. THYSSENKRUPP ELEVATOR CORPORATION ("THYSSENKRUPP") – INVOICES (2)**

The Board reviewed two (2) invoices both dated May 23, 2018 and related certificates of final completion from Thyssenkrupp for elevator renovations at 630 Salem Street in the sum of \$49,660.20 and 120 Mountain Avenue in the sum of \$43,411.20.

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

VOTED: To approve and authorize payment to Thyssenkrupp from the Capital Fund for elevator renovations at 630 Salem Street and 120 Mountain Avenue in the total sum of \$93,071.40 and authorize the Executive Director to sign the certificates of final completion.

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

Nays: None

**J. TRIANGLE, INC. – INVOICE**

An invoice dated May 2, 2018 from Triangle, Inc. in the sum of \$10,050 for cleaning, maintenance and landscaping services from February 20, 2018 thru April 19, 2018 was considered 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 Triangle, Inc. in the sum of \$10,050 for cleaning, maintenance and landscaping services with payment to be allocated against the AMPs.

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

Nays: None

**K. RIVERDALE PLUMBING & HEATING, INC. ("RIVERDALE") – INVOICES (2)**

The Board analyzed two (2) invoices dated May 17, 2018 and May 25, 2018 from Riverdale in the sums of \$15,865 and \$70,271.50 for pneumatic thermostat/zone valve replacement and asbestos abatement at Forestdale development.

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

VOTED: To approve and authorize payment to Riverdale in the total sum of \$86,136.50 for work on the thermostat/zone valve replacement and asbestos abatement project at the Forestdale development

and authorize the Executive Director to submit the same to DHCD for payment and processing.

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

Nays: None

**L. NATIONAL GRID – INVOICE**

An invoice dated June 7, 2018 from National Grid in the sum of \$6,715.76 for electric service de-energization for tree removal at 61 Sylvan Street 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 National Grid in the sum of \$6,715.76 for electric service de-energization for tree trimming at 61 Sylvan Street and authorize the Executive Director to submit the same to DHCD for payment and processing.

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

Nays: None

**M. PROPERTY APPRAISAL – RFP**

The Board considered two (2) RFP's for professional services for property appraisals at the Forestdale and Springdale properties in anticipation of applying for accessibility waivers. The first RFP from Handverger & Associates was in the sum of \$4,000 and the second RFP was from Shuka Associates in the sum of \$12,000.

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

VOTED: To award the bid for professional services for property appraisals at the Forestdale and Springdale properties to Handverger & Associates as the most responsive and responsible bidder in the sum of \$4,000 and authorize the Executive Director to contract with Handverger, with payment to be made from Central Office Cost Center funds ("COCC").

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

Nays: None

**N. JAMES M. HENNESSEY – INVOICES (3)**

Three (3) invoices from James M. Hennessy for quality control and Section 8 services were analyzed by the Board as follows:

Dated	Services	Amount
May 22, 2018	Hearings	\$ 875
June 5, 2018	Inspections	3,150
June 5, 2018	Inspections	<u>900</u>
		\$ 4,925

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 of the three (3) invoices for inspection related services in the total sum of \$4,050 to be paid by section 8 and hearing officer services in the sum of \$875 to be paid from COCC funds.

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

Nays: None

**O. SG RISK MANAGEMENT CONSULTING (“SG RISK”) – INVOICE**

The Board studied an invoice dated June 4, 2018 from SG Risk in the sum of \$828.75 for risk management and insurance consulting services.

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

VOTED: To approve and authorize payment to SG Risk in the sum of \$828.75 to be paid by the COCC funds for risk management and insurance consulting services.

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

Nays: None

**P. PROJECTDOG, INC. – INVOICE**

An invoice dated May 17, 2018 from Projectdog, Inc. in the sum of \$325 for bid documents for painting and vinyl soffit work at Rockland Avenue was perused by the Board.

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

VOTED: To approve and authorize payment to Projectdog, Inc. in the sum of \$325 for bid documents for Rockland Avenue and authorize the

Executive Director to submit the same to DHCD for payment and processing.

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

Nays: None

**Q. RUSSO-BARR ASSOCIATES – INVOICES (2)**

The Board examined two (2) invoices from Russo-Barr Associates dated April 30, 2018 in the sum of \$5,000 and May 31, 2018 in the sum of \$19,760 for engineering services for construction documents on the roof project at Forestdale.

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

VOTED: To approve and authorize payment to Russo-Bar Associates in the total sum of \$24,760 for the engineering services at Forestdale and authorize the Executive Director to submit the same to DHCD for payment and processing.

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

Nays: None

**R. MYSTIC VALLEY ELDER SERVICES – (“MVES”) INVOICES (2)**

Two (2) invoices both dated May 30, 2018 from MVES for Resident Service Coordinator services were examined by the Board. The first for resident service coordinators for Federal developments in the amount of \$12,126.97, and the second for a Forestdale event the amount of \$118.49

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 \$12,126.97 with cost allocated against MHA's federal developments served, and \$118.49 for MHA's Forestdale to be paid with COCC funds.

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

Nays: None

**S. DIANE COHEN (“COHEN”) – INVOICE**

The Board scrutinized an invoice dated June 1, 2018 from Diane Cohen for consulting services with the tenant selection department, ACOP and Admin Plan in the sum of \$1,450



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

VOTED: To approve and authorize payment to Diane Cohen in the sum of \$1,450 for consulting services to be paid by COCC funds.

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

Nays: None

**T. YMCA – INVOICE**

An invoice from the YMCA for MHA's Federal Public Housing Membership program dated June 6, 2018 in the amount of \$4,166.67 for May 2018 membership was reviewed by the Board.

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

VOTED: To approve payment to the YMCA in the sum of \$4,166.67 to be paid by the COCC for the provision of federal family memberships.

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

Nays: None

Abstain: Frank M. Molis

**U. YMCA – INVOICES (2)**

The Board considered two (2) invoices from the YMCA both dated April 30, 2018 in the sums of \$1,827.93 for Linden and \$1,401.46 for the Newland Street After School Program.

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 YMCA in the amounts of \$1,827.93 and \$1,401.46 for the Linden and Newland Street After School Programs.

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

Nays: None

Abstain: Frank M. Molis

**V. RESIDENT ADVISORY BOARD MEETING – CATERING**

The Board previously (February 27, 2018) approved that the MHA's RAB Meeting breakfast be catered by Henry's Catering in an amount up to \$350. There was a miscommunication between the Executive Office and the caterer which resulted in the total charges for the event increasing to \$560. The Board reviewed an invoice from Henry's Catering dated May 15, 2018 in that amount.

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

VOTED: To reform the Board's prior vote and approve total payment of \$560 to Henry's Catering from the COCC for breakfast at the Resident Advisory Board Meeting on May 15, 2018.

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

Nays: None

**W. MALDEN POLICE DEPARTMENT – INVOICES (9)**

Nine (9) invoices from the Malden Police Department for police details at Salem Street and Mountain Avenue were studied as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
05/17/18	18443	\$ 493.60
05/22/18	18463	493.60
05/30/18	18491	1,480.80
05/31/18	18524	246.80
05/31/18	18525	246.80
05/31/18	18526	246.80
06/01/18	18539	740.40
06/04/18	18556	246.80
06/23/18	18602	493.60
	TOTAL	<u>\$4,689.20</u>

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 the Malden Police Department in the total sum of \$4,689.20 for detail patrol coverage.

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

Nays: None

**X. CAFFREY ROOFING & PAINTING CO. – INVOICE**

The Board perused an invoice dated June 5, 2018 from Caffrey Roofing and Painting Co., for emergency roof repair work at 89 Pearl Street in the sum of \$23,336.

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 Caffrey Roofing and Painting Co., for in the sum of \$23,336 for emergency roof repairs at 89 Pearl Street.

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

Nays: None

**Y. WEGOWISE – RFP**

A bid proposal from WegoWise dated June 11, 2018 to provide third-party measurement and verification tracking and reporting of energy and water use was examined by the Board. The U.S. Department of Housing and Urban Development ("HUD") requires an independent, third-party verification of the purported energy savings results provided by Siemens. The measurement verification services are proposed for one year in the sum of \$11,013 with the option to extend, at MHA's sole discretion, for four more contract years subject to funding.

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

VOTED: To award the bid to WegoWise as the most responsive and responsible bidder to provide energy and water measurement and verification and benchmarking services for one year with an option in MHA to extend for four additional one year periods in the sum of \$11,013, authorize the Executive Director to contract with the Company in that amount.

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

Nays: None

**Z. MANETTE DONOVAN – INVOICES (2)**

The Board scrutinized two (2) invoices both dated June 4, 2018 from Manette Donovan in the sums of \$1,665 and \$360 for training services for MHA's occupancy department.

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 in the total sum of \$2,025 to be paid by the capital fund, with Linda Ferullo's training paid from the COCC, to Manette Donovan for professional training services

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

Nays: None

**AA. MASSACHUSETTS HOUSING AND COMMUNITY DEVELOPMENT ("DHCD") BUDGET CERTIFICATIONS- RESOLUTION NO. 2018-6**

The Executive Director explained that the allocation of his salary has necessitated a third revised State Program 400-1 budget. The Board had previously voted Resolution No. 2018-1 on March 16, 2018 and Resolution No. 2018-5 on April 10, 2018.

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

**RESOLVED AND VOTED: Resolution No. 2018-06** That the proposed Operating Budget for State-Aided Housing Program Number 400-1 for fiscal year ending September 30, 2018, revised to correct the Executive Director's cost allocation by program, showing total revenue of \$807,157 and total expenses of \$786,038 thereby requesting no subsidy be submitted to DHCD with requisite certifications for review and approval.

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

Nays: None

**4. POLICIES**

None

**5. CHARITABLE REQUESTS**

**A. 557 PLEASANT CLUB - BOARD RESOLUTION NO. 2018-07**

The Executive Director distributed the By-Laws and a Memorandum of Understanding between MHA and the 557 (Pleasant Street) Club with a \$1,000 donation request for FY 2018.

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

**RESOLVED AND VOTED: Resolution No. 2018-07**

**WHEREAS**, the 557 Club has adopted by-laws, elected officers and developed budgets for FY 2018, as required by HUD regulations; and

**WHEREAS**, the 557 Club has agreed to provide monthly reports and bank statements to MHA's Executive Director, to be reviewed by his Executive Assistant, covering expenditure of resident participation subsidy funds to be provided the Association pursuant to 24 CFR 964; and

**WHEREAS**, the Executive Director recommends that a Memorandum of Understanding be approved between MHA and the 557 Club covering the 557 Club's receipt, expenditure and accounting of said operating subsidy funds;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of MHA, to approve the terms of the Memorandum of Understanding with the 557 Club, to authorize the Chairman to execute the same, and to further direct and authorize the Executive Director to contribute \$1,000 from the COCC to the 557 Club pursuant to the terms of the Memorandum of Understanding.

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

Nays: None

**B. PROJECT TRIANGLE**

A solicitation from Project Triangle was reviewed 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 a donation in the amount of \$100 from the COCC to Project Triangles 26h Annual Golf Classic.

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

Nays: None

**C. HOUSING FAMILIES INC. ("HFI") – BACKPACK DRIVE**

The Board considered a solicitation from HFI for their annual Backpack Drive in preparation for the next school year.

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 a donation of \$200 to HFI for its annual Backpack Drive from COCC funds.

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

Nays: None

**D. WARD 5 FOURTH OF JULY CELEBRATION**

A solicitation from Ward 5 July 4<sup>th</sup> Celebration for a contribution to the Fourth of July event was analyzed by the Board

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 a donation of \$100 to Ward 5 Fourth of July Celebration to be paid from COCC funds.

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

Nays: None

**E. MALDEN HIGH SCHOOL – TINY HOUSE SOLAR PROJECT**

The Board studied a letter dated June 10, 2018 from Ronald Janowicz, Program Manager at Malden High School requesting MHA's support to install/activate the solar components of the Tiny House project.

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

VOTED: To approve and authorize MHA's involvement in the Tiny House project, including any labor contributed by MHA's electrician to assist in the project and any components or materials necessary to be acquired to complete same.

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

Nays: None

**6. CORRESPONDENCE AND NEWSLETTERS**

**A. MASSACHUSETTS ASSOCIATION OF HOUSING AUTHORITY MAINTENANCE SUPERVISORS ("MAHAMS") – 46<sup>TH</sup> ANNUAL MEETING**

A flyer from MAHAMS announcing its 46<sup>th</sup> Annual Meeting to be held at Manchester-by-the-Sea on Friday, June 15, 2018 was perused by the Board.

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

VOTED: To authorize and approve appropriate staff and Commissioners to attend the MAHAMS 46<sup>th</sup> Annual Meeting to be paid by the COCC.

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

Nays: None

**B. MANAGEMENT REPORTS INTERNATIONAL ("MRI") – INTERNATIONAL USERS CONFERENCE ("IUC")**

The Board examined a registration form received from MHA's new public housing software vendor, MRI, for its IUC conference to be held in Atlanta in October, 2018.

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

VOTED: To authorize and approve appropriate staff and Commissioners to attend MRI's IUC conference to be held in October 2018 with all eligible costs to be paid by MHA.

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

Nays: None

**C. CORRESPONDENCE**

- Malden Neighborhood Basketball League, Inc. – Awards Banquet
- Special Olympics of Massachusetts – Thank you
- Hallmark Health Visiting Nurse Association and Hospice, Inc. – Thank you
- Youth Development: It's Your Business – Flyer

For information purposes only.

**7. OPEN DISCUSSION**

None

**ADJOURNMENT**

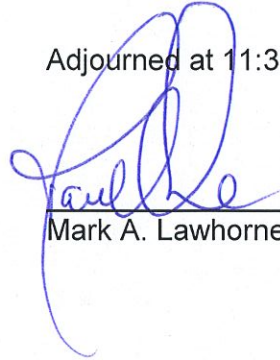
After due discussion and upon motion duly made by Francis C. Boudrow and seconded by George N. Bayers, it was unanimously

VOTED: To adjourn

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

Nays: None

Adjourned at 11:30 AM



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Mark A. Lawhorne, Secretary