

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, June 19, 2014 at 4:15 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

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

COMMISSIONERS ABSENT: Joan M. Chiasson

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

1. APPROVAL OF MINUTES – MAY 13, 2014, MAY 27, 2014 AND JUNE 3, 2014

The minutes of May 13, 2014, May 27, 2014 and June 3, 2014 were reviewed by the Board.

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 minutes of May 13, 2014, May 27, 2014 and June 19, 2014 as submitted.

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

Nays: None.

2. APPROVAL OF BILLS AND SIGNING OF CHECKS

There were no bills and signing of checks

3. FINANCIAL MATTERS

A. HURLEY AND O'NEILL FINANCIAL AUDIT 2013

The Board reviewed the financial audit from Hurley and O'Neill. The Executive Director explained that the only comment was that HUD wants our work orders and inspections to be electronic and the Executive Director has already put into motion a process for training for all the maintenance staff.

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

VOTED: To authorize the Executive Director to work with MHA's Auditor to complete submission of the audit to the Federal Audit Clearinghouse, and to further authorize the Executive Director to distribute the audit to the U.S. Department of Housing and Urban Development, the MA Department of Housing and Community Development, and to Malden Mayor, Gary Christenson.

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

Nays: None.

B. ROCA- INVOICE

The board was presented an invoice from ROCA dated October 2013 for work done in September 2013. They questioned the issue the invoice being so late and wanted to know if it had already been paid. They were informed it had not been paid, but wanted to make sure since the invoice was so old, if the work had been done.

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

VOTED: To table the ROCA Invoice until it was confirmed the work had been done.

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

Nays: None.

C. GAROFALO DESIGN ASSOCIATES – INVOICE

The Board was presented an invoice in the amount of \$3,465.00 from Garofalo Associates, Inc. for design of replacement of roofing system and related work at 120 Mountain Avenue Project.

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 Garofalo Associates in the amount of \$3,465.00

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

Nays: None.

D. MYSTIC VALLEY ELDER SERVICES – INVOICE

An invoice dated June 15,, 2014 in the sum of \$12,351.54 for Resident Service Coordinators for the month of May from Mystic Valley Elder Services, Inc. was examined 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 in the sum of \$12,351.54 to Mystic Valley Elder Services, Inc. for May, 2014 Services

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

Nays: None.

E. WEGOWISE- INVOICES (2)

The Board was presented two invoices dated June 4, 2014 from Wego Wise for payments in the amount of \$2,196.50 for the tracking of energy for Amps 1-7 and another in the amount of \$999.00 for the tracking of energy for the 667 properties.

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

VOTED: To approve payments in the amount of \$2,196.50 and \$999.00 to Wego Wise for services in tracking our energy

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

Nays: None.

Abstain: Joan M. Chiasson and Frank M. Molis

F. CBI –INVOICES (3)

The Board reviewed (3) three invoices dated May 30, 2014 from CBI Consulting, Inc., one for the Salem Street 504 accessibility upgrade in the amount of \$2,125.00, one for the Newland Street 504 accessibility upgrade in the amount of \$3,800.00 and one for the Forestdale Deck Work in the amount of \$2,225.00.

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

VOTED: To approve payment of three invoices in the amounts of \$2,125.00, \$3,800.00 and \$2,225.00 to CBI Consulting, Inc. for services rendered for the month of May.

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

Nays: None.

G. BCM CONTROLS – INVOICES (2)

The Board reviewed two invoices from BCM Controls Corporation dated April 30,, 2014 in the amounts of \$32,226.00 for upgrading the security and camera system at 630 Street and \$28,662.00 for upgrading the camera and security system at 120 Mountain Avenue.

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 BCM Controls in the amounts of \$32,226.00 for Salem Street upgrade and for \$28,662.00 for 120 Mountain Avenue upgrades

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

Nays: None.

H. MASSACHUSETTS NAHRO INSURANCE GROUP –REFUND

The Board reviewed a letter a copy of check received by the Massachusetts NAHRO Insurance Group, for our workers compensation insurance certificate (policy) in the amount of \$9,683.00 as a refund.

No further action was required.

I. SIEMENS INDUSTRY, INC. (“SIEMENS”) – INVOICE

An invoice dated May 30, 2014 from Siemens for work under the energy performance contract in the sum of \$1,076,577.94 was examined 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 authorize and approve payment of the invoice from Siemens in the sum of \$1,076,577.94 for energy performance contracting services.

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

Nays: None.

J. MALDEN POLICE – INVOICE

The board was presented an invoice from the Malden Police Department, in the amount of \$1,504.00 for police detail at the Newland Street development was examined 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 the Malden Police Department in the sum of \$1,504.00

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

Nays: None.

K. CALLAHAN EXCAVATION – INVOICE

The board was presented an invoice in the amount of \$17,500.00, from Callahan Excavation for an emergency sewer backup at the Newland Street development last year, June 13, 2013. The invoice was for work performed in 2013. The Board questioned the date and Edward Fahey confirmed that Callahan had never invoiced for the work and confirmed payment should be made as the work was completed satisfactorily.

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 Callahan Excavation in the amount of \$17,500.00 for sewer break at Newland Street

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

Nays: None.

L. MALDEN CONTRIBUTORY RETIREMENT SERVICES (“MALDEN RETIREMENT”) —INVOICE

The Board perused an invoice from Malden Retirement for the annual payment due July 1, 2014 in the sum of \$1,187,856.00. Typically, MHA would pay this invoice quarterly over the City of Malden's next fiscal year (beginning July 1), but the Executive Director explained that the MHA could save over \$60,000 in interest costs associated with the quarterly payment process by paying this obligation in total prior to July 1, 2014.

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 payment of MHA's annual Retirement Contribution to the Malden Retirement Board in the amount of \$1,187,856.00.

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

Nays: None.

4. **CHARITABLE REQUESTS**

None

5. **CORRESPONDENCE AND NEWSLETTERS**

None

6. **OPEN DISCUSSION**

The Board discussed MHA applying once again for HUD's Emergency Safety & Security Capital Fund Grant pursuant to HUD Notice PIH-2014-09, and directed the Executive Director to so do on a Motion by Francis C. Boudrow and seconded by George N. Bayers.

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

Nays: None.

ADJOURNMENT

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

VOTED: To adjourn.

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

Nays: None.

Adjourned at 5:10 PM


George Bayers, Secretary