

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, March 10, 2015 at 5:15 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS

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

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

ALSO PRESENT: Karen Hayes, Mayor's Office

1. FINANCIAL MATTERS

A. PUBLIC HOUSING AUTHORITY ("PHA") 5-YEAR AND ANNUAL PLAN – REVISIONS

The Executive Director transmitted proposed revisions to the PHA Five-Year Plan and Annual Plan received from the U.S. Department of Housing and Urban Development ("HUD") which will require new certifications from various local officials.

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

VOTED: To amend MHA's PHA plan based on MHA's best business interest in accordance with HUD comments and re-submit to HUD with necessary certifications.

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

Nays: None.

B. CAPITAL FUND PROGRAM ("CFP") – GRANT– RESOLUTION NO. 2015-03

The Board reviewed the draft submission to HUD of the CFP Grant and acceptance of HUD's 2015 Capital Fund Grant Program in the amount of \$1,722,784.

RESOLVED AND VOTED: **Resolution No. 2015-03** To accept HUD's 2015 Capital Fund Grant Program award to MHA in the amount of \$1,722,784, and to amend MHA's Five Year Action Plan, and to authorize and approve the Executive Director to sign, acquire and submit, as required, three (3) packages of documents to HUD, each containing:

An original form HUD-52840-A evidencing the MHA's 2015 Capital Fund Grant MA06P02250115 Original Annual

Statement/Performance and Evaluation Report; an Original CFP/ACC Amendment "Page 2", signed by MHA's Mayor, Gary Christenson and attested to under seal by Malden's City Clerk, Karen Anderson; a signed HUD Environmental Certification from Malden Redevelopment Authority ("MRA") Executive Director, Deborah Burke; and Original form HUD-50075.2, Five Year Action Plan form for MHA's CFP Grant Years 2015 – 2019, inclusive; and all requisite and related HUD Certifications and other documentation.

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

Nays: None.

Francis C. Boudrow joined the meeting.

**C. EMERGENCY CAPITAL FUNDING FOR SAFETY AND SECURITY–
RESOLUTION NO. 2015-04**

The Board considered a Public and Indian Housing ("PIH") notice regarding emergency funding for safety and security measures and discussed with the Executive Director submission of an application in the amount of \$250,000.

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

RESOLVED AND VOTED: Resolution No. 2015-04 To authorize and approve the Executive Director to submit, on behalf of MHA's Linden Family Development, a fully completed 2015 Safety and Security Capital Fund Grant application to HUD in the amount of \$250,000.

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

Nays: None.

D. GAFFNY GROUP ("GAFFNY") – CHANGE ORDERS (3)

Three (3) change orders dated February 24, 2014 from Gaffny for 557 the Pleasant Street water penetration project, including subcontracting with Thompson & Lichtner Company, Inc., were considered by the Board.

Change Order No. 1 is for additional field testing increasing the contract by \$6,888.90; Change Order No. 2 is for bid documents and bid process increasing the contract by \$3,464; and Change Order No. 3 is for design work on the windows increasing the contract by \$8,188.90. The three (3) Change Orders increase the total contract to \$54,151.70.

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 the increase in the contract with Gaffny by \$18,541.80 for the three (3) Change Orders listed above.

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

Nays: None.

E. GAFFNY – INVOICE

The Board scrutinized an invoice dated February 27, 2014 from Gaffny in the sum of \$12,787.02 for weatherproofing and testing at 557 Pleasant Street.

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 in the sum of \$12,787.02 to Gaffny for weatherproofing and testing at 557 Pleasant Street.

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

Nays: None.

F. GAROFALO DESIGN ASSOCIATES, INC. ("GAROFALO") – INVOICE

An invoice dated March 3, 2015 from Garofalo in the sum of \$300 for design services for the roof project at 120 Mountain Avenue was examined by the Board.

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

VOTED: To approve and authorize payment in the sum of \$300 to Garofalo for roof design services.

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

Nays: None.

G. CBI CONSULTING INC. ("CBI") – INVOICES (2)

The Board studied an invoice dated February 26, 2015 from CBI for design services in the sum of \$255 for the Newland Street accessibility project. A second invoice dated February 27, 2015 from CBI for the Forestdale windows and doors study in the sum of \$4,646.20 was also analyzed by the Board. The Executive Director reminded the Board the invoice will be submitted to Massachusetts Department of Housing and Community Development ("DHCD") for payment.

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 CBI in the sum of \$255 for design services for the Newland Street accessibility project; and to approve and authorize payment to CBI in the sum of \$4,646.20 for the Forestdale windows and door study and submit to DHCD for reimbursement.

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

Nays: None.

H. ROCA INC. ("ROCA") – INVOICE

An invoice dated February 17, 2015 from Roca in the sum of \$2,384.20 for monthly custodial maintenance was examined by the Board.

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 Roca in the sum of \$2,384.20 for monthly custodial maintenance.

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

Nays: None.

I. MASSACHUSETTS GROUP INSURANCE COMMISSION ("GIC") – INVOICE

The Board considered an invoice dated March 2, 2015 from GIC for MHA's health insurance premiums for the period January 1, 2015 to March 31, 2015 in the sum of \$213,542.14.

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 GIC for health insurance premiums in the sum of \$213,542.14 for the period January 1, 2015 to March 31, 2015.

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

Nays: None.

J. MALDEN POLICE DEPARTMENT – INVOICES (5)

Five (5) invoices from the Malden Police Department predominantly for police details at Newland Street and 630 Salem Street were studied by the Board as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
02/04/15	10729	\$ 752
03/02/15	10852	376
03/05/15	10866	376
03/09/15	10869	940
03/09/15*	10892	<u>282</u>
	TOTAL	\$ 2,726

*630 Salem Street meeting

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 the Malden Police Department for police details in the total sum of \$2,726.

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

Nays: None.

K. MALDEN YMCA – INVOICE

The Board considered an invoice dated January 31, 2015 from the Malden YMCA in the sum of \$2,218.88 for the Newland Street After School Program.

After due discussion and upon motion duly made by Francis C. Boudrow and seconded by Barbara A. Purcell, it was

VOTED: To approve and authorize payment to the Malden YMCA in the sum of \$2,218.88 for the Newland Street After School Program.

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

Abstain: Frank M. Molis and Joan M. Chiasson.

Nays: None.

L. JAMES M. HENNESSEY – INVOICE

An invoice dated March 5, 2015 from James M. Hennessey in the sum of \$412.50 for inspectional services at 89 Pearl Street was studied by the Board.

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 payment to James M. Hennessey in the sum of \$412.50 for inspectional services.

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

Nays: None.

M. DIANE COHEN ("COHEN") – INVOICE

The Board examined an invoice dated March 1, 2015 (for January and February) from Diane Cohen for hearing officer services in the sum of \$1,100.

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

VOTED: To approve and authorize payment to Cohen in the sum of \$1,100 for hearing officer services.

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

Nays: None.

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

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

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 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.

O. MYSTIC VALLEY ELDER SERVICES – ("MVES") – INVOICE

The Board considered an invoice dated March 10, 2015 in the sum of \$11,955.38 from MVES for resident service coordinators at the various developments for the month of February, 2015.

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 MVES in the sum of \$11,955.38 for resident service coordinators.

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

Nays: None.

2. APPROVAL OF MINUTES – FEBRUARY 10, 2015 AND FEBRUARY 24, 2015

The minutes of February 10, 2015 and February 24, 2015 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 February 10, 2015 and February 24, 2015, as submitted.

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

Nays: None.

3. APPROVAL OF BILLS AND SIGNING OF CHECKS

The Board scrutinized the bills and checks and after due discussion and upon motion duly made by Joan M. Chiasson and seconded by Barbara A. Purcell, it was unanimously

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

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

Nays: None.

4. POLICIES

None

5. CHARITABLE REQUESTS

A. MASS SENIOR ACTION COUNCIL ANNUAL DINNER

A flyer on the Annual Dinner held by the Mass Senior Action Council was presented to the Board for consideration.

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

VOTED: To approve and authorize a donation of \$100 to the Mass Senior Action Council.

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

Abstain: George N. Bayes.

Nays: None.

B. MALDEN ROTARY CLUB 12TH ANNUAL ROAD RACE

A request from the Malden Rotary Club for a donation to the 12th Annual Road Race to be held on March 21, 2015 was discussed by the Board.

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 a donation of \$100 to the 12th Annual Malden Rotary Road Race.

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

Nays: None.

6. CORRESPONDENCE AND NEWSLETTERS

A. BARBARA A. PURCELL

The Board received a copy of a letter from Barbara A. Purcell to Mayor Christenson stating that the Commissioner will not seek reappointment when her term expires May 1, 2015

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

VOTED: To accept Commissioner Purcell's letter with regret.

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

Nays: None.

B. VOLUNTEERS OF AMERICA OF MASSACHUSETTS, INC. ("VOA")

The Executive Director transmitted a Planning Board decision on the former McFadden site redevelopment directly adjacent to MHA's Forestdale development. VOA petitioned the Planning Board to construct and redevelop the site for an assisted living facility with a maximum of 80 units.

No further action was necessary at this time.

C. MAYOR'S APPOINTMENT

The Board received a letter dated March 4, 2015 from the Mayor appointing the Executive Director to the Human Rights, Fair Housing and Disability Issues Commission.

No further action was necessary at this time.

**D. MASSACHUSETTS NATIONAL ASSOCIATION OF THE HOUSING AND REDEVELOPMENT OFFICIALS INSURANCE GROUP, INC.
("MASS/NAHRO")**

An announcement for the MASS/NAHRO 2015 Annual Conference program book was considered by the Board.

After due discussion and upon motion duly made by Barbara A. Purcell and seconded by Francis C. Boudrow, it was unanimously

VOTED: To approve and authorize the expenditure of \$85 for a one-half page ad in the MASS/NAHRO Annual program Book.

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

Nays: None.

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 5:55 PM


Francis C. Boudrow, Secretary