

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, March 18, 2014 at 5:00Pm at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

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

COMMISSIONERS Barbara A. Purcell
ABSENT:

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

1. APPROVAL OF MINUTES – FEBRUARY 25, 2014 AND MARCH 4, 2014

The minutes of February 25, 2014 and March 4, 2014 were reviewed by the Board.

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

VOTED: To approved the minutes of February 25, 2014 and March 4, 2014
as submitted

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

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. MASSACHUSETTS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT ("DHCD") AMENDMENT NO. 5 – CAPITAL WORK PLAN 5001 RESOLUTION 2014—02

The Executive Director explained that DHCD has revised MHA's Capital Work Plan 5001 by adding MHA's FY16/FY17 Formula Funding Awards and a 2014 Health and Safety Initiative Award requiring a Fifth Amendment to our current CFA. This Fifth Amendment increases total funds available by \$319,892 for a new total of \$1,496,141.

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. 2014-02 To accept Amendment # 5 to MHA's Capital Improvement Work Plan 5001 in the amount of \$319,892, bringing MHA's Amended Award Total to \$1,496,141.00, and to authorize and approve Members' and the Executive Director's execution of the related CFA Amendment documentation and certifications in the form submitted at this meeting and subsequent submission to the Commonwealth of Massachusetts, Department of Housing and Community Development (DHCD) for memorialization of the record.

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

Nays: None.

B. SG RISK MANAGEMENT CONSULTING -- INVOICE

The Board examined an invoice from SG Risk dated March 10, 2014 in the sum of \$701.25 for insurance consulting services

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 SG Risk in the sum of \$701.25

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

Nays: None

**C. COMMONWEALTH OF MASSCHUSETTS GROUP INSURANCE COMPANY-
-INVOICE**

An invoice dated March 3, 2014 from the Commonwealth of Massachusetts Group Insurance Company was studied by the Board, in the amount of \$228,434.64

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

VOTED: To approve and authorize payment to Commonwealth of Massachusetts Group Insurance Company in the amount \$228,434.64

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

Nays: None

D. GARAFALO DESIGN ASSOCIATES, INC. – INVOICE

An invoice dated March 4, 2014 from Garofalo Design Associates, Inc. was presented to the board in the sum of \$4,000 for the design of the replacement of roofing system and related work at 120 Mountain Avenue.

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

VOTED: To approve payment to Garofalo Design Associates in the sum of \$4,000 for design of roof replacement related to 120 Mountain Avenue

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

Nays: None

E. MALDEN YMCA –INVOICE

An invoice dated January 31, 2014 from the Malden YMCA for Newland Street after school and summer program in the sum of \$1,723.46 was presented to the board for payment.

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

VOTED: To approve and authorize payment to the Malden YMCA in the sum of \$1, 723.46 for Newland Street Programs

Ayes: George N. Bayes, Francis C. Boudrow

Nays: None

Abstain: Frank M. Molis and Joan M. Chiasson

F. MALDEN POLICE DEPARTMENT – INVOICES (2)

Two invoices from the Malden Police were presented to the Board for details at Newland Street as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
3/10/2014	9078	1,316
3/17/2014	9117	1,316
	Total	\$2,632

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 \$2,632

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

Nays: None

G. Payments pilot payment to the city Howie and Bob signed off on this? For the taxes this year. GB motion jc seconded

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

VOTED: To approve and authorize payment to the City of Malden

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

Nays: None

H. LAMBRIAN CONSTRUCTION CORPORATION ("LAMBRIAN") – INVOICE

An invoice dated March 11, 2014 from Lambrian for Phase II of the accessibility improvements at 630 Salem Street in the sum of \$153,352.33 was analyzed 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 and authorize payment to Lambrian in the sum of \$153,352.33 for Phase II of the accessibility improvements.

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

Nays: None

I. CBI CONSULTING INC. – INVOICE

An invoice dated March 14, 2014, invoice #011913 from CBI Consulting Inc. in the sum of \$665.00 for the 120 Mountain Avenue design engineering was presented to the board for payment

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 Consulting Inc. in the sum of \$665.00 for the Mountain Avenue project

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

Nays: None

J. ROCA – INVOICE

An invoice dated March 7, 2014 was received from ROCA in the sum of \$3,801.84 for payment in developments 630 Salem Street, 557 Pleasant Street, and 120 Mountain Ave.

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

VOTED: To approved and authorize payment to ROCA in the amount of \$3,801.84 for services

Ayes: Frank M. Molis, George N. Bayes, Francis C. Boudrow and

Joan M. Chiasson

Nays: None

K. MASSACHUSETTS NATIONAL ASSOCIATION OF HOUSING AND REDEVELOPMENT OFFICIALS (MASS NAHRO) -- 2014 ANNUAL CONFERENCE PROGRAM BOOK

The Board considered an advertisement in the MASSNAHRO 2014 Annual Conference program book.

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 expenditure of \$85.00 for a one-half page ad in the MASSNAHRO Annual program Book.

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

Nays: None

The Board additionally authorized commissioners and employees to attend this conference

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

VOTED: To approve and authorize relevant staff to attend the conference

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

Nays: None

4. CHARITABLE REQUESTS

A. MALDEN ROTARY CLUB 11TH ANNUAL ROAD RACE

A request from the Malden Rotary Club for a donation to the 11th Annual Road Race to be held on March 22, 2014 was discussed by the Board.

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

VOTED: To approve and authorize a donation of \$100 to the 11th Annual Malden Rotary Road Race

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

Nays: None

B. MASS SENIOR ACTION COUNCIL ANNUAL DINNER

A flyer with information containing an Annual Dinner held by the MASS SENIOR ACTION COUNCIL was presented to the Board for consideration of attending.

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

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

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

Nays: None

Abstain: George N. Bayes

5. CORRESPONDENCE AND NEWSLETTERS

A. PUBLIC HEARINGS

The Executive Director reminded the Board of the scheduled Resident Advisory Board scheduled for May 13, 2014 at 8:30 AM and the hearing on the Public Housing Authority and Capital Fund Plans on June 19, 2014 at 3:00 PM

No further action was necessary at this time.

B. HURLEY, O'NEILL & COMPANY, P.C.

The Board was presented an Inquiry "Of Those Charged With Governance" questionnaire. The Board responded to the questions and the form will be mailed in to Hurley, O'Neill and Company, P.C.

No further action was taken at this time.

C. SECTION 3 TRAINING SCHEDULE

The Board was presented a notice and a schedule on Section 3 Training from J. Keith Swiney, President of the Motivation Inc. The trainings will be:

1st July 14, 2014 to July 18, 2014
2nd July 21, 2014 to July 25, 2014
3rd August 4, 2014 to August 8, 2014

No further action was taken at this time.

D. The Executive Director presented the Board with an invitation to the 33rd Annual Legislative Appreciation Day sponsored by Massachusetts National Association of Housing & Redevelopment Officials.

Board Member Certification Program trainings and
Front Office Staff Training available.

Nahro News for March 2014.

ADJOURNMENT

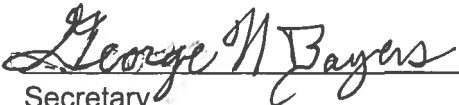
After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Francis C. Boudrow, it was unanimously

VOTED: To adjourn.

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

Nays: None.

Adjourned at 5:45 PM


Secretary