

**MEETING OF THE MALDEN HOUSING AUTHORITY**

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, March 24, 2015 at 5:00 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS

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

COMMISSIONERS

ABSENT: Joan M. Chiasson

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

**1. APPROVAL OF MINUTES – MARCH 10, 2015**

The minutes from the meeting of March 10, 2015 were not yet available for review.

No further action was necessary at this time.

**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") – OPERATING SUBSIDY AGREEMENT**

The Executive Director presented to the Board the Operating Subsidy Agreement from DHCD for the period of July 1, 2015 through June 30, 2020.

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

VOTED: To approve the five (5) year Operating Subsidy Agreement from DHCD and authorize the Executive Director to execute all necessary documentation.

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

Nays: None.

**B. WEGOWISE, INC. ("WEGOWISE") – INVOICE/CHANGE ORDER NO. 1**

An invoice dated March 27, 2015 and Change Order dated February 25, 2015 from WegoWise in the sum of \$1,160 for State reporting consulting was analyzed 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 accept and approve Change Order No. 1 from WegoWise increasing the contract by \$1,160 for State reporting consulting for the 4 State developments and approve and authorize payment of the \$1,160 invoice for the same.

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

Nays: None.

**C. GAFFNY GROUP ("GAFFNY") – INVOICES (2)**

The Board scrutinized invoices (2) from Gaffny in the sums of \$17,304.80 (undated) and \$12,603.25 dated December 9, 2014 for weatherproofing and testing at 557 Pleasant Street, including services by Thompson & Lichtner Company, Inc.

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 sums of \$17,304.80 and \$12,603.25 to Gaffny for efis weatherproofing and testing at 557 Pleasant Street.

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

Nays: None.

**D. NANGLE ENGINEERING INCORPORATED ("NANGLE") – INVOICES (2)**

Two (2) invoices from Nangle Engineering in the sums of \$7,039 (dated February 5, 2015) and \$1,663.68 (dated March 18, 2015) for consulting services on load center work at Springdale were reviewed 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 sums of \$7,039 and \$1,663.68 to Nangle for consulting services on loadcenter work at Springdale and submit the same to DHCD for reimbursement.

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

Nays: None.

**E. FINANCIAL STATEMENT**

The Executive Director transmitted the combined Balance Sheet and Monthly Budget Comparison by Asset Management Project ("AMP") as of February 28, 2015 for review.

No further action was necessary at this time.

**F. DHCD – BUDGET**

The Executive Director informed the Board that DHCD has approved MHA's budget for FY 2015.

No further action was necessary at this time.

**G. 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>
01/30/15	10709	\$ 752
02/05/15	10747	376
02/26/15	10845	564
03/16/15	10929	1,316
03/23/15	10953	<u>752</u>
	TOTAL	\$ 3,760

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 payment to the Malden Police Department in the sum of \$3,760 for police details.

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

Nays: None.

**H. MALDEN YMCA – INVOICE**

The Board considered an invoice dated February 28, 2015 from the Malden YMCA in the sum of \$2,454.55 for the Newland Street After School Program.

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

VOTED: To approve and authorize payment to the Malden YMCA in the sum of \$2,454.55 for the Newland Street After School Program.

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

Abstain: Frank M. Molis

Nays: None.

**I. U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (“HUD”) – MOVING EXPENSES – RELOCATION (504 ACCESSIBILITY PROJECT)**

The Board reviewed a HUD Residential Claim form submitted by a MHA tenant in the sum of \$1,000 for moving expenses (self-move) as part of the Newland Street 504 Accessibility Project, to be paid with from the Capital Fund.

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 from the Capital Fund to the tenant in the sum of \$1,000 for moving expenses as part of the Newland Street 504 Accessibility Project.

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

Nays: None.

**J. CABLE TRANSFER – TENANT**

The Board reviewed an invoice from Verizon under the name of a MHA tenant, who had moved due to the Newland Street 504 Accessibility Project, for reinstallation of cable in the sum of \$69.99, to be paid from the Capital Fund.

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

VOTED: To approve and authorize payment from the Capital Fund to Verizon on behalf of the tenant up to the sum of \$69.99 for reinstallation of cable as part of the Newland Street 504 Accessibility Project.

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

Nays: None.

**K. ROCA INC. ("ROCA") – INVOICE**

The Board scrutinized an invoice dated March 6, 2015 from Roca in the sum of \$2,188.36 for monthly custodial maintenance and services.

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 Roca in the sum of \$2,188.36 for monthly custodial maintenance.

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

Nays: None.

**4. POLICIES**

None

**5. CHARITABLE REQUESTS**

**A. MALDEN CATHOLIC HIGH SCHOOL – ANNUAL GALA**

A Letter dated February 27, 2015 from the Malden Catholic High School soliciting an ad in their program book for the 9<sup>th</sup> Annual Gala was studied by the Board.

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

VOTED: To approve and authorize payment of \$100 for an ad in the program book for the Malden Catholic High School 9<sup>th</sup> Annual Gala, to be paid out of the COCC.

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

Nays: None.

**6. CORRESPONDENCE AND NEWSLETTERS**

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

A request was made to MHA from Mass/NAHRO to utilize the Linden community room for training with a future date to be determined.

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 use of the Linden community room to Mass/NAHRO for a future date to be determined.

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

Nays: None.

Adjourned at 5:30 PM

  
Francis C. Boudrow, Secretary