

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, May 15, 2018 at 10:30 AM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS PRESENT: Joan M. Chiasson Chairperson, Mark A. Lawhorne, George N. Bayers and Francis C. Boudrow

COMMISSIONERS ABSENT: Frank M. Molis

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

1. APPROVAL OF MINUTES OF MAY 1, 2018

The minutes of the meeting of May 1, 2018 were presented to the Board and after due discussion and upon motion duly made by Francis C. Boudrow and seconded by Mark A. Lawhorne, it was unanimously

VOTED: To authorize and approve the minutes of May 1, 2018 as submitted.

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

Nays: None

2. APPROVAL OF BILLS AND SIGNING OF CHECKS

There were no bills or signing of checks.

No further action was necessary.

3. FINANCIAL MATTERS

A. BCM CONTROLS CORPORATION – INVOICES (4)

The Board scrutinized four (4) invoices all dated April 24, 2018 from BCM Controls Corporation for renewal of annual security service agreements for access and security cameras as follows:

<u>Dated</u>	<u>Development</u>	<u>Amount</u>
04/24/18	312 Bryant Street	\$ 7,840
04/24/18	630 Salem Street	15,170
04/24/18	120 Mountain Ave	14,455
04/24/18	89 Pearl Street	<u>9,260</u>
		\$46,725

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

VOTED: To approve and authorize payment to BCM Controls Corporation in the amount of \$46,725 charged against each development out of their operating accounts.

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

Nays: None

B. MALDEN POLICE DEPARTMENT – INVOICES (3)

Three (3) invoices from the Malden Police Department for police details at Salem Street and Mountain Avenue were reviewed by the Board as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
05/01/18	18290	\$ 246.80
05/07/18	18339	987.20
05/14/18	18388	<u>1,480.80</u>
	TOTAL	<u>\$2,714.80</u>

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 total sum of \$2,714.80 for patrol detail coverage.

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

Nays: None

C. CBI CONSULTING INC. ("CBI") – INVOICES (6)

The Board considered six (6) invoices from CBI for engineering services as follows:

<u>Dated</u>	<u>Development</u>	<u>Amount</u>	<u>Services</u>
03/22/18	Forestdale	\$ 81,730.00	Concepts Approval and Schematic Design
04/27/18	Forestdale	56,875.00	Schematic Design
03/22/18	Clement Street	10,566.00	Construction Management and Clerk Services
04/30/18	Clement Street	10,566.00	Construction Management and Clerk Services
03/21/18	630 Salem Street	3,575.66	Construction Contract Administration
04/30/18	630 Salem Street	<u>4,230.00</u>	Construction Contract Administration
		\$167,542.66	TOTAL

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

VOTED: To approve and authorize payment to CBI in the total sum of \$167,542.66 for engineering services for the above referenced Federal and State developments and submit the appropriate sums to the Massachusetts Department of Housing and Community Development ("DHCD") for reimbursement.

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

Nays: None

D. MHA ANNUAL FAMILY DAY

A leaflet for MHA's Family Day scheduled for Tuesday, June 19, 2017 at 74 Wescott Street, together with a cost estimate, was analyzed by the Board.

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

VOTED: To approve and authorize a contribution of up to \$500 toward the event to be paid from the Central Office Cost Center funds ("COCC")

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

Nays: None

4. POLICIES

None

5. CHARITABLE REQUESTS

A. BREAD OF LIFE ANNUAL GOLF CLASSIC

The Board studied a flyer from the Bread of Life for their 2018 Annual Bread of Life Golf Classic.

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 a donation of \$100 from the COCC to the 2018 Bread of Life Golf Classic.

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

Nays: None

6. CORRESPONDENCE AND NEWSLETTERS

A. SECTION 8 ADMINISTRATORS ASSOCIATION – CONFERENCE

A registration form for the Section 8 Administrators Association Conference on June 12, 2018 in Salem, MA was perused by the Board.

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

VOTED: To approve and authorize relevant MHA staff members to attend the Section 8 Administrators Association Conference on June 12, 2018 with cost to be allocated to the COCC

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

Nays: None

B. LEO DAUWER AND THE HOUSING AND DEVELOPMENT LAW INSTITUTE

The Board examined a flyer from Leo Dauwer regarding the 25th Annual Professional Development Conference to be held at Martha's Vineyard in September 2018.

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

VOTED: To approve and authorize attendance for appropriate staff and Commissioners for the Professional Development Conference with all allowable costs and expenses to be paid from the COCC

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

Nays: None

7. OPEN DISCUSSION

None

ADJOURNMENT

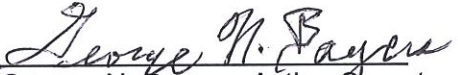
After due discussion and upon motion duly made by Francis C. Boudrow and seconded by George N. Bayers, it was unanimously

VOTED: To adjourn

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

Nays: None

Adjourned at 11:00 AM


George N. Bayers, Acting Secretary