

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, May 27, 2014 at 5:00 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

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

COMMISSIONERS Joan M. Chiasson
ABSENT:

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

1. APPROVAL OF MINUTES – APRIL 22, 2014

The minutes of April 22, 2014 were reviewed by the Board. The Executive Director explained the minutes from the previous meeting of May 13, 2014 were not yet available.

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 minutes of April 22, 2014 as submitted.

Ayes: Frank M. Molis, 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 at this time.

3. FINANCIAL MATTERS

A. GAFFNY GROUP ("GAFFNY") – INVOICE

The Board reviewed an invoice dated May 12, 2014 from Gaffny in the sum of \$6,563.70 for water sealing consulting services. The bill included subcontracting to Thompson & Lichtner in the sum of \$4,967.

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 Gaffny in the sum of
\$6,563.70, including subcontracting fees.

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

Nays: None.

B. REVERSE ARCHITECTURE – INVOICE

An invoice dated May 15, 2014 from Reverse Architecture in the sum of \$1,587.89 for architectural services for Rockland Avenue and Springdale was studied by the Board. The bill will be paid by the Massachusetts Department of Housing and Community Development (“DHCD”).

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 Reverse Architecture in the sum of \$1,587.89 and submit the same to DHCD.

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

Nays: None.

C. MALDEN POLICE DEPARTMENT – INVOICES (2)

The Board scrutinized two (2) invoices, both in the sum of \$1,504, with one dated May 12, 2014 (Inv. No. 9433) and the other dated May 20, 2014 (Inv. No. 9488). Both invoices were for police details at Newland Street.

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 \$3,008.

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

Nays: None.

D. WEGOWISE, INC. (“WEGOWISE”) – INVOICE

An invoice dated May 13, 2014 in the sum of \$4,400 from WegoWise for energy consulting services was examined by the Board.

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 in the sum of \$4,400 to WegoWise for energy consulting services.

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

Nays: None.

E. WEGOWISE- CHANGE ORDER NO. 2

The Executive Director explained the change order is for data entry of MHA's historical utility usage data back through 2008 to be consistent with the Siemens' data for better scrutiny of Siemens' measurement and verification of MHA's utility cost savings under the Energy Performance Contract ("EPC").

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

VOTED: To accept and approve Change Order No 2 from WegoWise in the sum of \$765 for data entry of MHA's historical utility usage data.

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

Nays: None.

Barbara A. Purcell joined the meeting and assumed the Chair.

F. US INSPECTION GROUP, INC. ("US INSPECTION")

The Board reviewed a letter dated May 15, 2013 from MHA to the US Inspection Group, Inc. MHA had awarded a one-year contract for Real Estate Assessment Center ("REAC") Uniform Physical Conditions Standards inspections to the US Inspection Group on June 26, 2012 with four (4) additional one year extensions at the sole discretion of MHA. There is a need to vote an additional one year extension thru June 25, 2015.

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

VOTED: To extend the contract award to the US Inspection Group for performance of MHA's HUD required annual REAC UPCS inspections for one additional year for the sum of \$10,396.

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

Nays: None.

G. BEACON ELECTRICAL DISTRIBUTORS INC. ("BEACON") – INVOICE

The Board considered an invoice from Beacon dated May 15, 2014 in the sum of \$96.96 for installation of light-emitting diode (LED) lighting at Newland Street.

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 Beacon in the sum of \$96.96 for installation of LED lighting at Newland Street.

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

Nays: None.

H. MARR SCAFFOLDING ("MARR") – INVOICE

An invoice dated May 15, 2014 from Marr in the sum of \$2,060 for the rental of an aerial boom lift was analyzed by the Board. The Executive Director explained that MHA's electrician has been installing lighting and needs access to lighting at higher locations.

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 Marr in the sum of \$2,060 for the rental of an aerial boom lift.

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

Nays: None.

I. FIRE ALARM SYSTEMS SERVICING – BID PROPOSALS

A memorandum from Edward Fahey, the Director of Modernization and Procurement itemizing the bids for the fire alarm system servicing was studied by the Board. It was recommended that American Service Company be awarded the most responsive and responsible bidder in the sum of \$18,796 for one (1) year with MHA's options for four (4) additional one year extensions.

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

VOTED: To accept the bid proposal from American Service Company as the most responsive and responsible bidder in the sum of \$18,796 for one (1) year with options in MHA to extend for up to four (4) additional one year extensions in its sole discretion.

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

Nays: None.

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

An invoice dated May 27, 2014 from Urban Air in the sum of \$2,100 for monthly information technology ("IT") services 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 in the sum of \$2,100 to Urban Air for monthly IT services.

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

Nays: None.

K. HURLEY, O'NEILL & COMPANY, P.C. ("HURLEY") – DRAFT AUDIT AND INVOICE

The Board reviewed a draft audit from Hurley, O'Neill & Company, P.C. dated April 30, 2014 for Fiscal Year ending September 30, 2013 and an invoice in the sum of \$10,720 for preparation thereof.

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 Hurley in the sum of \$10,720 for the FY 2013 audit.

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

Nays: None.

4. CHARITABLE REQUESTS

None.

5. CORRESPONDENCE AND NEWSLETTERS

- Registration for the Leo P. Dauwer conferences for the Fall, 2014
- Congratulatory letter to Norma De La Cruz Dominguez for completion from the Public Housing Family Self-Sufficiency Program.

6. **OPEN DISCUSSION**

A. **CRIMINAL OFFENDER RECORD INFORMATION ("CORI") – REVISION**

The Board considered a revised CORI policy amended to include the lifetime sex offender registration requirement which has been adopted by the State.

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 adopt the revised CORI policy.

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

Nays: None.

ADJOURNMENT

After due discussion and upon motion duly made by George N. Bayers 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 5:35 PM



George Bayers, Secretary