

**MEETING OF THE MALDEN HOUSING AUTHORITY**

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, November 22, 2016 at 5:00 PM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

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

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

ALSO PRESENT: Karen Hayes, Mayor's Office

**1. APPROVAL OF MINUTES OF OCTOBER 11, 2016, OCTOBER 25, 2016 AND NOVEMBER 8, 2016**

The minutes of the meeting of October 11, 2016 were presented to the Board and after due discussion and upon motion duly made by Frank M. Molis and seconded by George N. Bayers, it was unanimously

VOTED: To approve the minutes of October 11, 2016 as submitted.

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

Nays: None

The minutes October 25, 2016 and November 8, 2016 were not yet available.

No further action was necessary.

**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. MASSACHUSETTS HOUSING AND COMMUNITY DEVELOPMENT ("DHCD") BUDGET CERTIFICATIONS- RESOLUTION NO. 2016-13, 2016-14 AND 2016-15**

The Executive Director informed the Board of the need to approve and certify the year-end financial statements for the MHA's State public housing programs.

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

**RESOLVED AND VOTED:** **Resolution No. 2016-13** To certify and authorize the Commissioners and Executive Director to execute the budget certifications and all other required documentation for MHA's State-Aided Housing Program Number 400-1 for the fiscal year ending September 30, 2017, and that they are true, correct and complete to the best of their knowledge and that the statements fairly and accurately represent the financial condition of the developments showing total revenue of \$833,354 and total expenses of \$798,854 thereby requesting a subsidy of \$229,764 be submitted to DHCD for its review and approval.

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

Nays: None

After due discussion and upon motion duly made by Frank M. Molis and seconded by Mark A. Lawhorne, it was unanimously

**RESOLVED AND VOTED:** **Resolution No. 2016-14** To certify and authorize the Commissioners and Executive Director to execute the budget certifications and all other required documentation for MHA's State-Aided Housing Program Number 689-C for the fiscal year ending September 30, 2017, and that they are true, correct and complete to the best of their knowledge and that the statements fairly and accurately represent the financial condition of the developments showing total revenue of \$55,090 and total expenses of \$49,475 thereby requesting a subsidy of \$0 be submitted to DHCD for its review and approval.

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

Nays: None

After due discussion and upon motion duly made by Frank M. Molis and seconded by Joan M. Chiasson, it was unanimously

**RESOLVED AND VOTED:** **Resolution No. 2016-15** To certify and authorize the Commissioners and Executive Director to execute the budget certifications and all other required documentation for MHA's State-Aided Housing Program - Massachusetts Rental Voucher Program ("MRVP") for year-end financial statements for the fiscal year ending September 30, 2017, and that they are true, correct and complete to the best of their knowledge and that the statements fairly and accurately represent the financial condition of the developments showing total revenue of \$141,720 and total expenses of \$139,319 thereby requesting a subsidy of \$135,000 be submitted to DHCD for its review and approval.

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

Nays: None

**B. LEAD PAINT CERTIFICATE – RESOLUTION NO. 2016-16**

The Executive Director presented the Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws for consideration by the Board which certifies that MHA's compliance with Federal and State lead paint laws.

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

**RESOLVED AND VOTED:** **Resolution No. 2016-16** To certify and authorize the Commissioners and Executive Director to execute the Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws and certify compliance with the following:

1. Environmental Protection Agency ("EPA") regulations at 40 CFR 745 Subpart F "*Disclosure of Known Lead-Based Paint and/or Lead-Based Paint Hazards Upon Sale or Lease of Residential Property,*"
2. Massachusetts Department of Public Health *Lead Poisoning Prevention and Control* regulations at 105 CMR 460.725
3. EPA regulations at 40 CFR 745 Subpart E "*Residential Property Renovation,*"
4. Massachusetts Division of Occupational Safety *Deleading and Lead-Safe Renovation Regulations* at 454 CMR 22.00; and

that MHA is maintaining proper record-keeping related to such requirements.

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

Nays: None

**C. EXECUTIVE DIRECTOR SALARY CERTIFICATION – RESOLUTION NO. 2016-17**

The Salary Certification for the Executive Director for FY 2017 was scrutinized by the Board.

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

**RESOLVED AND VOTED: Resolution No. 2016-17** To certify and authorize the Commissioners and Executive Director to execute the salary certification and attach a true and accurate copy of the contract of employment between the MHA and the Executive Director fully reporting the Executive Director's total compensation.

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

Nays: None

**D. DHCD – RELATIONSHIP DISCLOSURE**

MHA's State Assisted Program Budget for the 400-1, 689-C, and MRVP Public Housing Programs for the Fiscal Year beginning October 1, 2016, requires certification that the only relationships of MHA staff to any board member or other staff member that exist at the MHA are as follows:

1. MHA Human Resource and Payroll Director, Linda Silva, is the wife of Central Maintenance HVAC Engineer, Edward Silva, and niece to MHA Occupancy Staff employee, Patricia Gianatassio;
2. MHA Occupancy Clerk, Barbara Hooley, is the sister of MHA Payroll Assistant, Karen Keenan; and
3. MHA Receptionist, Junesy Sue Chis, is the sister of MHA Occupancy Clerk, Khin Myint.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously

VOTED: To certify the Relationship Disclosure of MHA staff and authorize the Executive Director to execute and submit to DHCD as cited above.

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

Nays: None

**E. DHCD – BUDGET CERTIFICATIONS RESOLUTIONS 2016-18, 2016-19 AND 2016-20**

The Executive Director explained the need to execute additional budget certifications of the FY 2015 year-end financial statements.

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

**RESOLVED AND VOTED:** **Resolution No. 2016-18** To confirm approval of the FY 2015 year-end financial statements for Program No. 400-1 and authorize the Commissioners and the Executive Director to execute the necessary certification.

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

Nays: None

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Frank M. Molis, it was unanimously

**RESOLVED AND VOTED:** **Resolution No. 2016-19** To confirm approval of the FY 2015 year-end financial statements for Program No. 689-C and authorize the Commissioners and the Executive Director to execute the necessary certification.

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

Nays: None

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

**RESOLVED AND VOTED:** **Resolution No. 2016-20** To confirm approval of the FY 2015 year-end financial statements for the MRVP Program and authorize the Commissioners and the Executive Director to execute the necessary certification.

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

Nays: None

**F. SCHEDULE OF POSITIONS AND COMPENSATION – RESOLUTION NO. 2016-21**

The Schedule of Positions and Compensation Form from DHCD detailing MHA's top five salary earners for FY 2016 was reviewed by the Board.

After due discussion and upon motion duly made by Frank M. Molis and seconded by Mark A. Lawhorne, it was unanimously

**RESOLVED AND VOTED:** **Resolution No. 2016-21** To approve the Schedule of Positions and Compensation for MHA's top five salary earners for FY 2016 and authorize the Executive Director to submit the same to DHCD.

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

Nays: None

**G. SCHEDULE OF POSITIONS AND COMPENSATION – RESOLUTION NO. 2016-22**

The Board considered the Schedule of Positions and Compensation Form for the top three salary earners for FY 2016 for submittal to U.S. Department of Housing and Urban Development (“HUD”).

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

**RESOLVED AND VOTED:** **Resolution No. 2016-22** To approve the Schedule of Positions and Compensation for MHA’s top three salary earners for FY 2016 and authorize the Executive Director to submit the same electronically to HUD.

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

Nays: None

**H. MALDEN POLICE DEPARTMENT – INVOICES (8)**

The Board analyzed eight (8) invoices from the Malden Police Department for police details at Salem Street and Newland Street as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
10/25/16	14591	\$221.41
10/28/16	14617	221.41
10/31/16	14633	221.41
10/31/16	14641	442.82
11/18/16	14662	664.23
11/10/16	14688	221.41
11/14/16	14716	221.41
11/14/16	14736	332.11
	<b>TOTAL</b>	<b><u>\$2,546.21</u></b>

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 the Malden Police Department in the total sum of \$2,546.21 for detail patrol coverage.

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

Nays: None

**I. JAMES M. HENNESSEY – INVOICES (2)**

Two invoices dated November 17, 2016 from James M. Hennessey were studied by the Board. The first invoice was for Quality Control Inspections in the sum of \$1,125 and the second invoice was for professional services as hearing officer in the sum of \$550

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 James M. Hennessey for Quality Control Inspections and hearing officer services in the total sum of \$1675

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

Nays: None

**J. MALDEN YMCA – INVOICES (2)**

The Board perused two (2) invoices from the YMCA dated October 31, 2016 in the sums of \$2,689.26 for the Linden and \$1,249.69 for the Newland Street After School Program.

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

VOTED: To approve and authorize payment to the YMCA in the amounts of \$2,689.26 for Linden and \$1,249.69 for the Newland Street After School Program.

Ayes: Francis C. Boudrow and George N. Bayers

Abstain: Joan M. Chiasson, Frank M. Molis and Mark A. Lawhorne

Nays: None

**K. PAYMENT IN LIEU OF TAXES (“PILOT”) TO THE CITY OF MALDEN**

The Executive Director informed the Board that MHA was prepared to make its annual PILOT to the City of Malden in the amount of \$287,909.14 and presented the calculations by development.

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

VOTED: To authorize and approve the CY 2017 PILOT payment to the City of Malden in the sum of \$287,909.14

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

Nays: None

**L. PLUMBING SERVICES – REQUEST FOR PROPOSAL (“RFP”)**

Edward Fahey, Director of Modernization and Procurement presented a memorandum dated November 18, 2016 with one bid in response to the RFP for indefinite quantity plumbing services. The bid from Buckley Brother’s Inc. is for a period of one year with MHA’s option to extend for an additional four, one-year terms at a minimum of \$1,000 to a maximum of \$99,999 subject to appropriation.

Mr. Fahey recommended Buckley Brothers Inc. as the most responsive and responsible bidder with costs as follows: \$104 per hour during regular business hours; \$156 per hour after hours; and \$208 per hour for weekends and holidays.

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 the award to Buckley Brothers, Inc. as the most responsive and responsible bidder and authorize the Executive Director to award the contract to Buckley Brothers as summarized above.

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

Nays: None

**M. STONEHAM MOTOR COMPANY – F-250 PICKUP TRUCK – CHANGE ORDER**

The Board examined a change order for purchase of the F-250 Pickup Truck for the Forestdale development in the sum of \$35,154. The maximum amount allowed by DHCD is \$35,000 for a motor vehicle.

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize the change order for the purchase of a F-250 Pickup Truck for the Forestdale development in the sum of \$35,154, with \$35,000 to be paid by MHA with DHCD funding and \$154 to be paid from MHA Central Office Cost Center (“COCC”) funds.

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

Nays: None



**N. SIEMENS – INVOICE (2)**

Two invoices dated November 18, 2016 from Siemens in the sums of \$346,188.25 and \$5,688.58 for services and materials to close out the Energy Performance Contract ("EPC") was reviewed 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 Siemens in the sum of \$346,188.25 from MHA's EPC Loan Account at East Boston Savings Bank and in the amount of \$5,688.58 from the MHA's COCC funds.

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

Nays: None

**O. EXECUTIVE DIRECTOR'S CONTRACT**

A proposed contract of employment between MHA and Stephen G. Finn, Executive Director, was transmitted to the Board. The Board was informed that the Executive Director's five (5) year contract would commence November 22, 2016 and provided for the Executive Director's compensation at \$153,644 and included a car allowance in Section 4(b) for the annual use of a company vehicle or a car allowance not to exceed \$350 per month.

After due discussion and upon motion duly made by Frank M. Molis and seconded by Joan M. Chiasson, it was unanimously

VOTED: To approve and authorize the Commissioners to execute the five (5) year contract on behalf of MHA with Stephen Finn, as the MHA's Executive Director, commencing November 22, 2016 with an annual salary of \$153,644, including a car allowance in the amount of \$350 per month, and submit same to DHCD.

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

Nays: None

**P. ATC GROUP SERVICES, LLC ("ATC") – INVOICE**

An invoice dated November 11, 2016 in the sum of \$4,250 from ATC for asbestos inspections in boiler rooms at various developments was considered 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 authorize and approve payment in the sum of \$4,250 to ATC for asbestos inspection services with \$2,550 to be paid from Federal development funds and \$1,700 from COCC funds.

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

Nays: None

**Q. ASBESTOS ABATEMENT – REQUEST FOR PROPOSAL (“RFP”**

Ed Fahey presented responses to a RFP from SCS Environment Services Inc. (“SCS”) as the only bidder in the sum of \$23,480 for small project asbestos abatement for five MHA sites.

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

VOTED: To award the bid and authorize the Executive Director to contract with SCS in the sum of \$23,480 for small project asbestos abatement as the most responsive and responsible bidder for five MHA sites with \$14,088 to be paid from Federal development funds and \$9,392 from COCC funds.

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

Nays: None

**R. LINDEN ROOF REPLACEMENT – RFP**

The Board received a memo from Ed Fahey, detailing bids for the replacement of four roofs at Linden as follows:

S. I. Services Inc.	\$41,000
J-N-R Gutters, Inc.	\$59,652
Meadows Construction Co., LLC	\$74,000

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

VOTED: To award the bid and authorize the Executive Director to execute a contract with S.I. Services Inc. as the most responsive and responsible bidder in the sum of \$41,000 for replacement of four roofs at Linden.

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

Nays: None

**S. NAN MCKAY ASSOCIATES, INC. ("NAN MCKAY") – INVOICE**

An invoice dated November 18, 2016 in the sum of \$3,000 for an annual subscription to Nan McKay's Go Section 8 providing rental information to assist in preparing rent reasonableness calculations was considered by the Board. The subscription runs from February 1, 2017 thru January 31, 2018.

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 Nan MacKay in the sum of \$3,000 for MHA's "gosection8" subscription renewal.

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

Nays: None

**T. MHA CHRISTMAS PARTY**

The Executive Director discussed with the Board the details and budget for the upcoming MHA staff Holiday party.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously

VOTED: To approve the expenditure of COCC funds in an amount not to exceed \$3,200 for the MHA's Holiday party.

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

Nays: None

**U. NEW ENGLAND REGIONAL COUNCIL NATIONAL ASSOCIATION OF THE HOUSING AND REDEVELOPMENT OFFICIALS ("NERC/NAHRO") MID-WINTER CONFERENCE**

The Board recognized the need to formally authorize the Board and staff to attend the NERC/NAHRO Mid-Winter Conference scheduled in Boston From January 29 to February 1, 2017.

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize the Board and appropriate MHA staff to attend the NERC/NAHRO Mid-Winter Conference, with costs inclusive of registration, travel, hotel and meals per diem to be paid by MHA.

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

Nays: None

**V. THIS END UP FURNITURE COMPANY – QUOTES (3)**

The Board previously awarded the bid for cushion replacement and re-upholstery at 630 Salem Street in the sum of \$22,666.19, but the actual quote dated November 22, 2016 was in the sum of \$31,727.37

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and contract with This End Up Furniture for cushion replacement and re-upholstery at 630 Salem Street in the sum of \$31,727.37

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

Nays: None

An additional quote for cushion replacement and re-upholstery dated November 22, 2016 for Linden in the sum of \$1,643.94 was considered 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 contract with This End Up Furniture for cushion replacement and re-upholstery at Linden in the sum of \$1,643.94

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

Nays: None

A final quote for cushion replacement and re-upholstery dated November 22, 2016 for the Newland Street development in the sum of \$3,239.04 was studied 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 approve and contract with This End Up Furniture for cushion replacement and re-upholstery at the Newland Street development in the sum of \$3,239.04

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

Nays: None

4. **POLICIES**

A. **MASSACHUSETTS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT ("DHCD") – PUBLIC HOUSING NOTICE 2016-35**

A notice from DHCD dated November 8, 2016 (Public Housing Notice 2016-35) was considered by the Board. The Executive Director recommended amending MHA's Procurement Policy in accordance with DHCD's Notice.

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

VOTED: To approve and authorize amending MHA's Procurement Policy for state-aided public housing in accordance with DHCD's Notice.

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

Nays: None

5. **CHARITABLE REQUESTS**

A. **BREAD OF LIFE**

The Board perused a solicitation from the Bread of Life seeking support for homeless and needy families.

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 a donation from the COCC in the sum of \$200 to Bread of Life.

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

Nays: None

6. **CORRESPONDENCE AND NEWSLETTERS**

A. **SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM ("SEMAP") - CERTIFICATION**

The Executive Director transmitted the SEMAP Certification to the Board for its review and information.

No further action was necessary.

**B. REGIONAL CAPITAL ASSISTANCE TEAM ("RCAT")**

The Board received qualification summaries for candidates for the RCAT with MHA allowed to vote for 9 members.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize the Executive Director to vote for Nancy Kolb, Tanya Morel and Karen Hughey and, in the Executive Director's discretion, vote for 6 other candidates.

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

Nays: None

**7. OPEN DISCUSSION**

None

**ADJOURNMENT**


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

VOTED: To adjourn

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

Nays: None

Adjourned at 6:20 PM

  
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Frank M. Molis, Secretary