

## MARSHFIELD HOUSING AUTHORITY

12 Tea Rock Gardens, Marshfield, MA 02050

### BOARD OF COMMISSIONERS MEETING, SEPTEMBER 14, 2020 5:30 P.M.

A Regular Meeting of the Marshfield Housing Authority was duly called and held on Monday, September 14, 2020 via gotomeeting.com/teleconference and upon a call of the roll the following Officers were found present and absent:

<u>Present</u>	<u>Absent</u>
John Daley	None
Kevin Cantwell	
Kerry Richardson	
Dirk Roderick	
Paul Chiavaroli	

#### **Approval of the Minutes of the August 3, 2020 Regular Board Meeting**

Commissioner Richardson made a motion, seconded by Commissioner Cantwell, to approve the Minutes of the August 3, 2020 Regular Board Meeting. The vote was as follows: Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; Commissioner Chiavaroli, abstain; Commissioner Daley, yes. The motion passed.

#### **Motion to Approve the Accounts Payable and Payments**

Commissioner Richardson made a motion, seconded by Commissioner Cantwell, to approve the accounts payable and payments (Checks 13583 – 13623 total for a total \$42,350.92) the vote was as follows: Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; Commissioner Chiavaroli; Commissioner Daley, yes. The motion passed.

Mr. Marathas explained that he is proposing a fixed work rate of \$55.00 to bring in skilled labor from the QHA. This rate is substantially lower than the hourly rate of QHA's employees with benefits factored in, and in addition, is substantially lower than hiring outside trades people to complete the work orders for the Marshfield Housing Authority. If we were to continue to bill at the higher rates, the MHA's budget would not be able to sustain making the necessary repairs to the Authority. Mr. Marathas further explained that the QHA's budget is in a position to be able to assist the MHA and the QHA's Board of Commissioners voted in favor of this fixed rate.

Commissioner Roderick had some questions with regard to the MHA using QHA labor. He was concerned with the MHA no longer maintaining its own identify. Mr. Marathas said that Marshfield Housing Authority is an entity on its own and would remain that way and that the QHA is the managing agent for the Authority.

Commissioner Roderick further stated he feels Mr. Marathas is doing a great job.

Commissioner Richardson had some questions regarding the MHA's budget and asked whether or not it could withstand making all of the maintenance repairs that are necessary.

Mr. Marathas explained that he has applied for a grant and if this grant is received all of the boilers would be able to be replaced using the grant money. Commissioner Richardson was concerned about the budget if the grant is not received. Mr. Marathas then said a conversation would ensue with DHCD regarding the necessary health and safety issues that needed to be complete in order to maintain safe and sanitary housing.

Commissioner Richardson suggested the Board write a letter to the QHA Board thanking them for the approval to allow QHA to bill Marshfield at the \$55.00 per hour rate. The Chairman agreed that this is a good idea.

Commissioner Richardson made a motion, seconded by Commissioner Roderick to approve a fixed work order rate of \$55.00 per hour for all work orders completed through the management agreement with the Quincy Housing Authority. The vote was as follows: Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; Commissioner Chiavaroli; Commissioner Daley, yes. The motion passed.

### **Finance Motions**

Grace McAuliffe provided the Board with an overview of the financials that were presented in their Board packages.

A brief discussion took place regarding the financials.

Commissioner Cantwell made a motion, seconded by Commissioner Roderick, to approve the year end financials reports as presented for the 400-1 and MRVP Program. The vote was as follows: Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; Commissioner Chiavaroli; Commissioner Daley, yes. The motion passed.

Commissioner Roderick made a motion, seconded by Commissioner Richardson, to approve the Modernization Cost Report as presented. The vote was as follows: Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; Commissioner Chiavaroli; Commissioner Daley, yes. The motion passed.

### **Executive Director's Report**

Mr. Marathas explained that the proposed new policies were in the Board packages. These policies are driven by DHCD. There is a meeting with the tenants scheduled for September 23<sup>rd</sup> in which the policies will be discussed. The policies will be placed on the October Board Meeting for approval.

The Commissioners asked for an update after the meeting with the tenants.

Mr. Marathas reported on the following:

- Paving project completed at Tea Rock Gardens
- Fence Replacement project completed
- Full Door replacement in progress for the Community Building
- Meeting with tenants to create a tenant's association scheduled for September 23<sup>rd</sup>.
- Ongoing lease enforcement for smoking and tenant lease violations. Several hearings held.
- New MOU executed with Old Colony Elder Services for congregate unit located at Grace Ryder.

- Painting to begin in common area hallways
- Loaming and seeding in progress to eliminate trip hazards and grading of new sideways
- New laundry equipment installation completed in Tea Rock Gardens.
- Mr. Marathas thanked Judy Morris, Christine Cunningham John Kemmet and Ernie for delivery of over 100 bags of groceries donated from Quincy Y and Trader Joes.
- Mr. Marathas that a DHCD training with Pat Grace is scheduled for the Commissioners on September 30<sup>th</sup> at 5:00 p.m. This would be an hour training done virtually.

The Commissioners did not have any objections to the date or the training.

There being no further business, Commissioner Richardson, made a motion, seconded by commissioner Chiavaroli to adjourn. The vote was as follows: Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; Commissioner Chiavaroli, yes; Commissioner Daley, yes. The motion passed.

The meeting adjourned at 6:26 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary