

MARSHFIELD HOUSING AUTHORITY

12 Tea Rock Gardens, Marshfield, MA 02050

BOARD OF COMMISSIONERS MEETING, NOVEMBER 2, 2020 5:30 P.M.

A Regular Meeting of the Marshfield Housing Authority was duly called and held on Monday, November 2, 2020 via gotomeeting.com/teleconference and upon a call of the roll the following Officers were found present and absent:

Present

John Daley
Kevin Cantwell
Paul Chiavaroli

Absent

Dirk Roderick
Kerry Richardson

Approval of the Minutes of the October 5, 2020 Regular Board Meeting

Commissioner Cantwell made a motion, seconded by Commissioner Chiavaroli, to approve the minutes of the October 5, 2020 Regular Board Meeting. The vote was as follows: Commissioner Cantwell, yes; Commissioner Chiavaroli, yes; Commissioner Daley, yes. The motion passed unanimously.

Commissioner Cantwell made a motion, seconded by Commissioner Chiavaroli, to approve the accounts payable and the payments. The vote was as follows: Commissioner Cantwell, yes; Commissioner Chiavaroli, yes; Commissioner Daley, yes. The motion passed unanimously.

Commissioner Cantwell made a motion, seconded by Commissioner Chiavaroli, to approve and authorize the Executive Director to execute amendment #9 to the Contract for Financial Assistance for the Capital Improvement Work Plan #5001 between the Commonwealth of Massachusetts Department of Housing and Community Development and the Marshfield Housing Authority. Amendment #9 will result in any increase of \$213,697.70 to Work Plan #5001, bringing the total award to \$2,318,798.70. The vote was as follows: Commissioner Cantwell, yes; Commissioner Chiavaroli, yes; Commissioner Daley, yes. The motion passed unanimously.

Commissioner Cantwell made a motion, seconded by Commissioner Chiavaroli, to approve and authorize the Executive Director to execute a contract with GEM Plumbing for the heating and hot water replacement at Tea Rock Gardens through ABCD Contracting in the amount of \$111,855.00. The source of funding is a grant through Lean Multi Family with no cost to the authority. The vote was as follows: Commissioner Cantwell, yes; Commissioner Chiavaroli, yes; Commissioner Daley, yes. The motion passed unanimously.

Commissioner Cantwell made a motion, seconded by Commissioner Chiavaroli, to approve and authorize the Executive Director to execute a contract with GEM Plumbing for the heating and hot water replacement at Tea Rock Gardens through ABCD Contracting in the amount of \$42,239.00. The source of funding is a grant through Lean Multi Family with no cost to the authority. The vote was as follows: Commissioner Cantwell, yes; Commissioner Chiavaroli, yes; Commissioner Daley, yes. The motion passed unanimously.

Commissioner Cantwell made a motion, seconded by Commissioner Chiavaroli, to approve and authorize the Executive Director to execute a contract with GEM Plumbing of the heating and hot water replacement at Grace Ryder through ABCD Contracting in the approximate amount of \$75,000. The source of the funding is a grant through Lean Multi Family with no cost to the Authority. The vote was as follows: Commissioner Cantwell, yes; Commissioner Chiavaroli, yes; Commissioner Daley, yes. The motion passed unanimously.

The Chairman asked that we table the motion to approve a new management agreement for a period of five year to commence on the expiration of the current agreement. This motion will be brought before the Board at the December Board Meeting.

The Commissioners asked to receive a copy of the existing and proposed new contract prior to the December meeting.

Executive Director's Report

Mr. Marathas reported on the following:

- Adoption of new policies, creation of a new tenant handbook to be distributed to new tenants.
- Two tenants expressed in interest in being part of the Tenant Association, however we are looking for five tenants to participate.
- The Capital Plan is being modified to address life and safety issues at 321 Carswell Street. There have been two slip and falls due to the driveway being in disrepair.
- Boiler and hot water replacement have begun.
- Common areas and hallways are being painted.
- Tenant lease enforcement meetings were held.
- Properties continue to be sanitized each day by all staff, including Saturday mornings.
- Storm door replacement at all family units has been completed with force account labor.
- Gutters are being cleaned out building by building.
- A Plumber responded to a gas leak emergency. Our supportive services department is working with the tenant.

There being no further business, Commissioner Cantwell made a motion, seconded by Commissioner Chiavaroli, to adjourn. The vote was as follows: Commissioner Cantwell, yes; Commissioner Chiavaroli, yes; Commissioner Daley, yes. The motion passed unanimously. The meeting adjourned at 5:52 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary