

MARSHFIELD HOUSING AUTHORITY
12 Tea Rock Gardens, Marshfield, MA 02050
BOARD OF COMMISSIONERS MEETING, September 13, 2021 at 5:00 p.m.

A Regular Meeting of the Marshfield Housing Authority was duly called and held on Monday, September 13, 2021, and upon a call of the roll, the following Officers were found Present and Absent:

<u>Present</u>	<u>Absent</u>
Dirk Roderick	Kevin Cantwell
Kerry Richardson	
John Daley	

Approval of the Minutes from the August 16, 2021 Regular Board Meeting

Commissioner Roderick made a motion, seconded by Commissioner Richardson, to approve the Minutes from the August 16, 2021 Regular Board Meeting. The motion passed unanimously.

Accounts Payable and Payments Approval

Commissioner Roderick made a motion, seconded by Commissioner Richardson, to approve the accounts payable and the payments. The motion passed unanimously.

Mod/Maintenance

Commissioner Roderick made a motion, seconded by Commissioner Richardson, to approve the Certificate of Final Completion (CFC) for Glionna Plumbing and Heating Services, Inc. for the waste pipe replacement at Tea Rock Gardens and authorize final payment in the amount of \$8,450.00. The motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Roderick, to approve Change Order No. 1 to the contract with full scope contracting, Inc. for the exterior door replacement and door operators at Grace Ryder, 667-2. Change Order No. 1 is for a one hundred eighteen (118) day time extension to the contract time with no increase to the contract cost. The motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Roderick, to approve change order no. 2 to the contract with full scope contracting, Inc. for the exterior door replacement and door operators at Grace Ryder 667-2. Change Order No. 2 will result in an increase of \$2,727.25 to the contract amount with no change in the contract time. The motion passed unanimously.

Finance

Commissioner Daley asked about the research on the flag pole expense.

Ms. McAuliffe was not present, however, her written report said that she had researched back five years and found no evidence of a flagpole purchase.

Executive Director's Report

Mr. Marathas reported on the following:

- Installation of shutters completed in all buildings
- Removal of flag pole, preparation will begin for new pole.
- Exterior painting of rear balconies in progress
- Exterior painting of Grace Ryder trim and caulking project
- Sump pump replacement at 74 Webster Street and 05 Webster Street (705 Units)
- Resume interior painting of congregate units.
- DHCD site visit to discuss achievements under management agreement
- Meeting with Marshfield Fire Department to set up Tenant Cook out an outreach.
- First Greater Boston food delivery.

The Chairman opened up the meeting to the public.

One tenant asked Mr. Marathas for an outgoing mail bin. Staff will order the bin.

Another tenant asked about the no smoking signs. They are currently on order.

Tenants expressed concern over other tenants speeding, despite the stop signs.

Mr. Marathas asked the tenants to provide him with the names of those speeding and said he would address those residents.

One tenant asked about a railing for building 10. Railings are required for three risers or more. Mr. Marathas said he would take a look at the building.

One tenant expressed concern about gatherings and asked if COVID vaccination cards could be asked for when tenants are gathering in groups. Mr. Marathas said he is willing to issue mask mandates, however, asking for vaccination cards would not be possible as we do not have staff available at all hours.

The next meeting will be held at 5:00 p.m. October 4th in the Grace Ryder building.

There being no further business, Commissioner Richardson made a motion, seconded by Commissioner Roderick to adjourn. The motion passed unanimously and the meeting adjourned at 6:12 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary