

**MARSHFIELD HOUSING AUTHORITY  
17 TEA ROCK GARDENS  
MARSHFIELD, MA 02050  
BOARD OF COMMISSIONERS MEETING, JUNE 6, 2022, 5:00PM**

A Regular Meeting of the Marshfield Housing Authority was duly called and held on Monday, June 6, 2022, at 5:00 p.m. and upon a call of the roll, the following Commissioners were found Present and Absent:

<u>Present</u>	<u>Absent</u>
John Daley	Kevin Cantwell
Helen Bennett	
Cecilia Delgadillo	
Kerry Richardson	

**Approval of Minutes of the May 2, 2022, Regular Board Meeting**

Commissioner Richardson made a motion, seconded by Commissioner Delgadillo, to approve the Minutes of the May 2, 2022, Regular Board Meeting. The motion passed, with Commissioner Daley abstaining.

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

Commissioner Richardson made a motion, seconded by Commissioner Delgadillo, to approve the accounts payables for the month of May at \$113,342.63, checks #14688-14737. The motion passed unanimously.

Commissioner Delgadillo made a motion, seconded by Commissioner Bennett, to approve the Certificate of Final Completion for Full Scope Contracting, Inc., for the exterior door replacement at Tea Rock Gardens and authorize final payment in the amount of \$7,063.50. The motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Bennett to approve the Marshfield June 30, 2022 budget for the 400-1 program as follows:

Revenues of \$689,061.00, expenses of \$684,040.00 and requested subsidy of \$68,053.00.  
The Executive Director's salary is zero.

The motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Bennett to approve the Marshfield June 30, 2022 budget for the MRVP program as follows:

Revenues of \$9,600.00, expenses of \$8,893.00 and a requested subsidy of \$0.00. The Executive Director's salary is zero.

The motion passed unanimously.

Commissioner Bennett made a motion, seconded by Commissioner Richardson to approve the Reasonable Accommodation/Modification Policy. The motion passed unanimously.

Commissioner Delgadillo made a motion, seconded by Commissioner Bennett to approve the Language Access Plan. The motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Bennett to approve the Fair Housing Marketing Plan. The motion passed unanimously.

### **Tenant Association**

The Association asked about a computer for the Community Room for tenants use and Mr. Marathas will work with Commissioner Daley to get it installed. Parking issues were discussed. Tenants were directed by Mr. Marathas to contact the Property Manager and not to confront another tenant/guest. The Association asked if the Budget had been approved yet, as they are ready to go with the bank account.

### **Finance Report**

Mr. Marathas reported that finances are in good standing. Commissioner Richardson asked that Mrs. McAuliffe be present at next meeting to discuss and explain the financials and reserves to the new Board Commissioner.

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

Mr. Marathas reported on the following:

- MHA will be meeting with the Marshfield Partnership Committee on June 14, 2022
- Sandra Jesse has resigned her position effective June 9, 2022 and we will be hiring for that vacated position
- 4 units have been rented and one family unit remain in rehab – new windows and total rehab
- Asphalt repair at Tea Rock Gardens, curbing and potholes
- Dense grade and level parking area for nurses at Grace Ryder
- Evaluation of sewer tie in project and sewer inspection at Tea Rock Gardens is completed
- Painting of exterior balconies, basement stairways and common areas in progress
- Painting of basement bulkheads will begin
- A cookout for the tenants will take place on June 10, 2022. All are invited.

The Chairman opened the meeting to the public.

There was discussion regarding making the Community Room available to tenants in the event of an emergency. Mr. Marathas assured the residents that in the event of an emergency, he is well informed and will take the necessary steps to ensure the safety of residents and employees.

There being no further business, Commissioner Richardson made a motion, seconded by Commissioner Delgadillo to adjourn. The motion passed unanimously, and the meeting adjourned at 5:38 p.m.

Respectfully submitted,

Colleen M. Whalen  
Assistant Executive Director of Managed Agencies