

MARSHFIELD HOUSING AUTHORITY
17 TEA ROCK GARDENS
MARSHFIELD, MA 02050
BOARD OF COMMISSIONERS MEETING, December 5, 2023, 5:00PM

A Regular Meeting of the Marshfield Housing Authority was duly called and held on Tuesday, December 5, 2023, at 5:00 p.m. prior to the roll call, Commissioner Richardson announced that the meeting was being videotaped and recorded. Upon a call of the roll, the following Commissioners were found Present and Absent:

<u>Present</u>	<u>Absent</u>
Kerry Richardson	
Cecilia Delgadillo-Calbimonte	
Joseph Pecevich	
Helen Bennett	
John Daley	

Commissioner Richardson requested that anyone planning to video tape the meeting, please send it to the Chair as an item to be on the agenda.

Approval of Minutes of the November 7, 2023, Regular Board Meeting

Commissioner Bennett made a motion, seconded by Commissioner Delgadillo, to approve the Minutes of the November 7, 2023, Regular Board Meeting. After discussion, the motion to approve the Minutes of the November 7, 2023, regular meeting as amended passed, unanimously.

Tenant's Association

The Tenant's Association would like to thank St. Christina's for the Thanksgiving meals, they have joined the Tenant's Union, Alternate Board members to the Association have been designated at Robbin Dunn and Donald Clark. They are discontinuing the month's birthdays due to lack of interest. St. Christina's is providing a buffet Christmas Dinner for the Association Party on December 23rd. January 5th at 7pm will be Bingo.

Tenant Donald Clark asked to be recognized to read a prepared statement. Commissioner Richardson asked the statement be recorded into the minutes. The statement is as follows:

"We the residents of Tea Rock Gardens have a question for the Board of Commissioners. On the November 15th episode of Mr. Pecevich's Control Room podcast he stated that per an email of Kathleen Moresco that the Marshfield Housing Partnership and the Marshfield Housing Authority have been merged into the Marshfield Housing Trust without any vote or discussion from the Board of Commissioners of the Marshfield Housing Authority. Is this true and if so when did the merger take place? How will this affect the future of the Marshfield Housing Authority operations? ~ Respectively, Residents of Tea Rock Gardens."

Commissioner Richardson asked Commissioner Pecevich if he would like to comment. Commissioner Pecevich replied that he has an email stating that as a fact and would like the matter to be placed on the agenda for the next meeting and will bring the email. Commissioner Richardson assured the residents that there was no merger between the Housing Authority and any town board. Commissioner Richardson further stated that the merger was the Housing Partnership and the Housing Trust – not the Housing Authority.

Commissioner Daley made a motion, seconded by Commissioner Bennett, to approve the Accounts Payable for the month of November, check numbers 15615-15660, totaling \$76,324.49. The motion passed unanimously.

Commissioner Pecevich made a motion, seconded by Commissioner Daley to authorize the Executive Director to submit a grant application pursuant to PHN 2023-18 NOFA for Resident Services Coordinators requesting additional funding of \$10k each year beginning FY24-FY28. After discussion editing language and adding an addendum discussing other resources utilized by the housing authority to the grant request, the motion passed unanimously.

Commissioner Pecevich made a motion, seconded by Commissioner Bennett to approve the payment of \$9000.00 due and payable by 12/20/23 for Massachusetts State Aided Housing Programs Property, Boiler and Machinery and Crime Insurance for Policy Period 11/17/23-11/17/24 per EOHLC Public Housing Notice 2023-21. After discussion it was decided that upon confirmation that the wording of the motion should read as an “insurance payment of \$9000.00” leaving out the word “deductible” as in the agenda, the motion passed unanimously.

Commissioner Bennett made a motion, seconded by Commissioner Delgadillo to approve and authorize the Executive Director to execute a contract with DDM Co. of Braintree, MA in the amount of \$11,500 to install new flooring in 4 Congregate Units and hallways, common areas at Grace Ryder 667-2 Development. Project will occur in two phases (2 units at a time). Phase 1 will utilize formula funding and Phase 2 will utilize ARPA funds. The motion passed unanimously.

Discussion Item # 9

Discussion and Review of 2024 Performance Management Review (PMR) by EOHLC and potential response to the PMR.

Discussion would like to be added to next months’ agenda for further discussion as all board members did not have time to review the documents. Mr. Marathas explained that the one area regarding TAR occurred because of reporting rent repayment agreements.

Discussion Item # 10

Discussion and review of By-Law templates to determine if the MHA will adopt and/or modify the template to recreate and/or modify the MHA By-Laws and potential vote on By-Laws.

The original by-laws were located and emailed to the Board members. Copies of the template, Hingham, Hanson and Northampton bylaws will be emailed to Board members and placed on the agenda for next month's meeting.

Discussion Item # 11

Discussion and review of the following MHA policies:

- Congregate Housing Policy
- Rent Collection Policy
- Exterior Grounds and Balconies
- Grievance Policy

Mr. Marathas explained that these policies were reviewed, amended and voted on fairly recently and did not require amending at this time.

Discussion of Item #12

Discussion for creating dates for the Review of the MHA policies

After discussion indicating that many of the policies that were listed are directives from either the EOHLC or HUD and cannot be amended. It was decided that the commissions should read all of the policies and that if they have any concerns, place that policy on the agenda for future discussions.

Discussion Item # 13

Discussion and potential vote on the reorganization of the MHA BOC.

Discussion was tabled until the discussion and adoption of the new By-Laws.

Discussion Item #14

Discussion on winter preparations for residents and facilities

Mr. Marathas indicated that a notice went out to residents that day. The generators are not expected to be completed until sometime in 2024.

Old/New Business

There was no old business and there was no new business.

Any other business not anticipated by the Chairperson 48 hours in advance of the posted meeting

There was no business not anticipated by the Chairperson 48 hours in advance of the posted meeting.

Executive Director's Report

Mr. Marathas reported on the following:

- Septic pumped out at Tea Rock and Grace Ryder
- Holiday decorations installed
- Vacancy #2 Grace Ryder completed and new floor installed and vacancy 15B completed
- Food pantry monthly delivery
- Exterior doors painted
- Community Energy Services – Tea Rock family units and Grace Ryder weatherization, water savings, shower heads, aerators, caulking and electrical gaskets
- Tuned up grasshopper equipment and serviced snow blowers and snow equipment
- Fall clean up complete

There being no further business, Commissioner Bennett made a motion, seconded by Commissioner Delgadillo to adjourn. The motion passed unanimously, and the meeting adjourned at 6:35 p.m.

Respectfully submitted,

Colleen M. Whalen
Assistant Executive Director