

MARSHFIELD HOUSING AUTHORITY
17 TEA ROCK GARDENS
MARSHFIELD, MA 02050
BOARD OF COMMISSIONERS' MEETING, AUGUST 18, 2025

A Regular Meeting of the Marshfield Housing Authority Board of Commissioners was rescheduled and held on Monday, August 18, 2025. The Chairman announced that the meeting was being videotaped and recorded. Upon a call of the roll, the following Commissioners were found Present and Absent:

Present

Cecilia Delgadillo-Calbimonte
Joseph Peceovich
John Daley
Helen Bennett
Kerry Richardson

Absent

Pledge of Allegiance

The Pledge of Allegiance was led by Kerry Richardson.

Approval of Minutes

Commissioner Bennett made a motion, seconded by Commissioner Daley, to approve the minutes of June 3, 2025, Regular Board Meeting. After discussion, Commissioner Bennett offered a Motion to Amend the minutes as stated, seconded by Commissioner Delgadillo. Upon a call of the roll, the motion passed unanimously.

Tenant Association

The officers of the Tenant Association were sworn in by Assistant Executive Director, Colleen Whalen as follows:

Helen Bennett – President
Sandra Murphy – Vice President
Dorothy Wulf – Secretary
Patricia Danner – Treasurer
Jacqueline Letrouneau – Alternate

Congratulations to the officers!

Accounts payable approval

Commissioner Richardson made a motion, seconded by Commissioner Bennett, to approve the accounts payable for June, 2025, check numbers #16603-16683 totaling \$141,813.20. Upon a call of the roll, the motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Delgadillo, to approve the accounts payable for July, 2025, check numbers #16684-16720 totaling \$185,199.17. Upon a call of the roll, the motion passed unanimously.

Commissioner Bennett made a motion, seconded by Commissioner Delgadillo to approve and authorize the Executive Director to execute the Certificate of Final Completion (CFC) for Dandis Contracting for State Project, #17115-ARPA FF: Roof replacement and siding at 231 Careswell Street & 635 Ocean Street and make final payment of \$7,851.74. Upon a call of the roll, the motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Bennett to approve and authorize the Executive Director to execute change proposal #2 to the contract with Systems Electrical Services Inc., for Project 171120, Generator Install 667-1 &2. This change is no cost change to extend contract duration by 41 days. Upon a call of the roll, the motion passed 4-1 with Commissioner Pecevich voting no.

Commissioner Richardson made a motion, seconded by Commissioner Bennett to approve and authorize the Executive Director to enter into a construction contract with Carpenter, LLC of Taunton, MA in the amount of \$85,000 for State Project #171134, building envelope. Upon a call of the roll, the motion passed 4-1, with Commissioner Pecevich voting no.

Commissioner Richardson made a motion, seconded by Commissioner Bennett to approve and authorize the Executive Director to enter into a contract with Laracy Electrical Contractors, Inc of Foxboro, MA in the amount of \$806,000.00 for State Project #171110 ARPA Targeted Award: Marshfield Federal Pacific Replacement 667-1. Upon a call of the roll, the motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Delgadillo to approve the Executive Director to submit an application for CPC Funds to remodel and repair the Cupola at Grace Ryder. Upon a call of the roll, the motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Delgadillo to approve the FY Year End Top 5 Compensation form. Upon a call of the roll, the motion passed unanimously.

Commissioner Richrdson made a motion, seconded by Commissioner Bennett to approve the year end certification for Lead Paint compliance. Upon a call of the roll the motion passed 4-1, with Commissioner Pecevich voting no.

John Murray, Director of Finance, presented the Managed Agency report as follows:

- Installation of pergola
- Delivery and assembly of exterior furniture
- Grace Ryder flooring replacement 75% completed
- K9 Inspection at Grace Ryder and Tea Rock Gardens
- Hiring of Katie Shields, new support coordinator
- Installed new TV in Community Room
- Removed furniture and seating area on abutting property

Projects that are underway:

- Project #171120 Generator installations at Tea Rock and Grace Ryder
- Project #171110 Federal Pacific Electrical System Replacement
- Project #171134 305 Webster Street Building Envelope
- Cupola Project

Extraordinary Maintenance projects to be completed:

- Bathroom remodels in community room
- Tea Rock hallway flooring replacement 75% completed

Commissioner Daley made a motion, seconded by Commissioner Bennett to accept the Managed Agency report. The motion passed unanimously.

Old/New Business

The was no old business.

There was no new business.

Commissioner Richardson noted that a Motion on the Agenda was not properly worded and therefore could not be voted on regarding the year end approvals and certifications. A special meeting was discussed and will be held on August 25, 2025 via zoom to vote on all year end approvals and certifications so that all items will be covered in same meeting.

There being no further business, Commissioner Bennett made a motion, seconded by Commissioner Daley to adjourn. The motion passed unanimously. The meeting adjourned at 6:15 p.m.

Respectfully submitted,

Colleen M. Whalen
Assistant Executive Director