

MARSHFIELD HOUSING AUTHORITY
17 TEA ROCK GARDENS
MARSHFIELD, MA 02050
BOARD OF COMMISSIONERS' MEETING, DECEMBER 2, 2025

A Regular Meeting of the Marshfield Housing Authority Board of Commissioners was rescheduled and held on Tuesday, November 2, 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

John Daley
Joseph Pecevich
Kerry Richardson
Cecilia Delgadillo-Calbimonte

Absent

Helen Bennett

Pledge of Allegiance

The Pledge of Allegiance was led by Kerry Richardson.

Approval of Minutes

Commissioner Pecevich made a motion, seconded by Commissioner Daley, to approve the amended minutes of October 7, 2025, Regular Board Meeting. Upon a call of the roll, the motion passed unanimously.

Accounts payable approval

Commissioner Daley made a motion, seconded by Commissioner Delgadillo, to approve the accounts payable for October 2025, check numbers #16872-16942 totaling \$56,423.50. After discussion, upon a call of the roll, the motion passed unanimously.

Commissioner Daley made a motion, seconded by Commissioner Delgadillo, to approve the accounts payable for November 2025, check numbers #16943-16980 totaling \$52,877.27. After discussion, upon a call of the roll, the motion passed unanimously.

Motion to adopt Marshfield Housing Authority Policy Governing Exterior & Grounds Policy of Leased Premises, was tabled for the next meeting after the Tenant's Association has reviewed the policy. Commissioner Pecevich made a motion, seconded by Commissioner Daley to table the motion. Upon the call of the roll, the motion passed unanimously.

Commissioner Daley made a motion, seconded by Commissioner Delgadillo to extend the current management agreement from 7/1/2026 to 6/30/2031 with the Quincy Housing Authority. After discussion surrounding the Tenant Association letter of recommendation and the reason for the timing of the vote, upon a call of the roll, the motion passed 3-1, with Commissioner Pecevich voting no.

Commissioner Daley made a motion, seconded by Commissioner Delgadillo to approve and authorize the Executive Director to execute Change Order Proposal #4 to the contract with Laracy Electrical Contractors Inc., for Project #171110, Marshfield Federal Pacific Replacement (667-1), increase in wiring and infrastructure, in the amount of \$35,869.65 increase in contract cost and 30 day increase in duration of the contract, with discussion of original contract vis a vis change order, pending satisfactory explanation from Project Manager. Upon a call of the roll, the motion passed unanimously.

Commissioner Daley made a motion, seconded by Commissioner Delgadillo to approve and authorize the Executive Director to execute Change Order Proposal #5 to the contract with Laracy Electrical Contractors Inc., GFCI receptacles for Project #171110, Marshfield Federal Pacific Replacement (667-1), in the amount of \$42,610.24 increase in contract cost and 30 day increase in duration of the contract, with discussion of original contract vis a vis change order, pending satisfactory explanation from Project Manager. Upon a call of the roll, the motion passed unanimously.

Commissioner Daley made a motion, seconded by Commissioner Delgadillo to approve and authorize the Executive Director to execute Change Order Proposal #6 to the contract with Laracy Electrical Contractors Inc., for Project #171110, Marshfield Federal Pacific Replacement (667-1), feeder wire size needs to be upsized in the amount of \$29,153.55 increase in contract cost and 30 day increase in duration of the contract, with discussion of original contract vis a vis change order, pending satisfactory explanation from Project Manager. Upon a call of the roll, the motion passed unanimously.

Commissioner Daley made a motion, seconded by Commissioner Delgadillo to approve and authorize the Executive Director to execute Change Order Proposal #4 to the contract with Laracy Electrical Contractors Inc., for Project #171110, Marshfield Federal Pacific Replacement (667-1), for additional conduit for future use, in the amount of \$32,730.31 increase in contract cost and 30 day increase in duration of the contract, with discussion of original contract vis a vis change order, pending satisfactory explanation from Project Manager. Upon a call of the roll, the motion passed unanimously.

Managed Agency Report – presented in writing:

- Flooring completed in vacancies 21D, 11B, 2D, 10D
- Vacancies completed 12, 3B
- Elite fire inspection at Tea Rock and Grace Ryder
- Fall clean up
- Greater Boston Food Delivery
- Generators delivered
- State Inspection as part of PMR, all units received passing score
- Congregate 2 – flooring completed
- Common area flooring in progress

Colleen Whalen, Assistant Executive Director added that the staff collected, prepared and delivered 60 Thanksgiving Dinners to tenants and the family units received Thanksgiving baskets from food donated by St. Christine's Parish.

Commissioner Daley made a motion, seconded by Commissioner Delgadillo to accept the Managed Agency report. Upon a call of the roll, the motion passed unanimously.

Old/New Business

The was no old business.

New Business:

Commissioner Pecevich asked about the Town's Annual Report and when it is due. The Board asked the Assistant Executive Director to find out from the Town and the Board would like to review the report before it is submitted.

Commissioner Pecevich also asked about the tracking of the Commissioner's training schedule. The Board asked the Assistant Executive Director to investigate.

Any other business not anticipated by the Chairperson forty-eight hours in advance:

Commissioner Richardson presented an invoice that required Board Approval that was not received in time for the Board package. Therefore, Commissioner Richardson made a motion, seconded by Commissioner Daley to approve payment of the 2025-2026 State Property Insurance premium in the amount of \$33,844.00 to Brown and Brown Insurance, for coverage November 17, 2025, to November 16, 2025. After discussion, upon a call of the roll, the motion passed unanimously.

There being no further business, Commissioner Daley made a motion, seconded by Commissioner Delgadillo to adjourn. The motion passed unanimously. The meeting adjourned at 6:16 p.m.

Respectfully submitted,

Colleen M. Whalen
Assistant Executive Director