

THE REGULAR MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority, (MHA) was held on January 31, 2023, at 8:30 AM at the office of the Authority, 630 Salem Street, Malden, MA 02148.

COMMISSIONERS ATTENDING: John P. Matheson and William P. Hurley

COMMISSIONERS ATTENDING
REMOTELY: Joan M. Chiasson

COMMISSIONERS ABSENT: Mark A. Lawhorne

MHA STAFF: Stephen G. Finn, Edward J. Fahey, Deborah A. Lungo, and Thomas P. Callaghan, Jr. Esq.

GUESTS ATTENDING: Karin Nystrom

1. APPROVAL OF MINUTES

The minutes of the meeting that occurred on January 17, 2023 were presented to the Board for their review.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by John P. Matheson, it was unanimously

VOTED: To approve the minutes of the January 17, 2023 meeting.

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

2. APPROVAL OF BILLS AND SIGNING OF CHECKS

None

3. FINANCIAL MATTERS

A. UNICON, INC. ("UNICON") AND SOCOTEC – CHANGE ORDERS

The Board scrutinized a change order from Unicon in the amount of \$155,000.00 together with a construction contingency in the amount of \$15,000.00 and an increase of 972 days to the contract term for additional work and time required to complete the AMP 4 second floor deck repair project. The Board also perused a change order from Socotec in the amount of \$10,000.00 for the same project. The acceptance of both change orders would increase the total project cost to \$396,893.66. The Board discussed that there have been some issues with the project thus far and that there may be a need to change the general contractor at some point.

For informational purposes only.

B. MJS CONSTRUCTION ("MJS") – CHANGE ORDER

The Board studied a change order in the amount of \$2,734.98 along with an additional 30 days added to the project term from MJS for additional work to be completed on the Linden basement water remediation project, with costs to be offset by a reduction in the scope of other aspects of the project.

After due discussion and upon motion duly made by John P. Matheson and seconded by Joan M. Chiasson, it was unanimously

VOTED: To approve the change order from MJS in the amount of \$2,734.98 with an additional 30 days added to the project term for additional work to be completed on the Linden basement water remediation project, with payment to be made out of AMP 1.

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

C. YMCA – INVOICES (2)

The Board analyzed two (2) invoices from the YMCA in the total amount of \$4,666.30 as follows:

<u>Dated</u>	<u>Service Rendered</u>	<u>Amount</u>
12/31/22	Provision of after-school program services at Linden	\$2,656.32
12/31/22	Provision of after-school program services at Newland	<u>\$2,009.98</u>
	TOTAL	<u>\$4,666.30</u>

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by John P. Matheson, it was unanimously

VOTED: To approve and authorize payment of the invoice from the YMCA in the amount of \$2,656.32 for the provision of after-school program services at Linden and the invoice in the amount of \$2,009.98 for the provision of after-school program services at Newland, both with costs allocated to AMP 1.

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

D. MALDEN POLICE DEPARTMENT – INVOICES (4)

The Board examined four (4) invoices from the Malden Police Department in the total amount of \$2,787.04 as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
1/12/2023	28269	\$619.26
1/17/2023	28288	\$1,238.52
1/25/2023	28231	\$309.63
1/25/2023	28336	\$619.63
	TOTAL	<u>\$2,787.04</u>

After due discussion and upon motion duly made by John P. Matheson and seconded by Joan M. Chiasson, it was unanimously

VOTED: To approve and authorize payment of the four (4) invoices from the Malden Police Department in the total sum of \$2,787.04 for detail coverage at various MHA developments, with cost allocated to the AMPs served.

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

E. SHIPPED.COM – STORAGE CONTAINERS (2)

The Board considered purchasing two (2) 20' storage containers for the storage of resident families' mattresses prior to disposal for the sum of \$10,540.00 from Shipped.com if the 40' container previously approved for purchase cannot be delivered and placed at Newland Street.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by John P. Matheson, it was unanimously

VOTED: To approve and pay Shipped.com the amount of \$10,540.00 for the provision of two (2) 20' storage containers for storage of mattresses disposed of by resident families if the previously approved 40' storage container cannot be adequately placed at Newland Street.

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

F. ROSS INVESTIGATIONS - INVOICE

The Board reviewed an invoice from Ross Investigations for private investigation services completed for the HUD public housing program in the sum of \$4,903.78, with costs to be paid by AMP 1.

After due discussion and upon motion duly made by John P. Matheson and seconded by Joan M. Chiasson, it was unanimously

VOTED: To approve and authorize payment of the invoice from Ross Investigations for private investigation services in the sum of \$4,903.78, with costs to be paid by AMP 1.

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

4. CAPITAL INVOICES AND REQUISITIONS

The following invoices, purchase/task orders, and project-related documentation were provided to the Board for informational purposes only:

- Purchase order in the amount of \$55,617.00 from Iuvo Technologies for software services and licenses provided for MHA's IT infrastructure, with payment to be made as allocated by the Finance Director;
- Requisition for payment from United Elevator in the amount of \$42,275.00 for work completed on the 89 Pearl elevator modernization project, with payment to be made from the Capital Fund;
- Two (2) invoices, the first in the amount of \$1,016.96 and the second in the amount of \$4,583.04, both from American Service Company for work completed on the AMP 2 fire alarm system replacement project, with payment to be made from the Capital Fund;
- CapHub approval of the schedule of values submitted by Deiulis Brothers for MHA's Forestdale 667-3 ModPhase initiative project;
- Fully signed contract together with a notice to proceed issued to Homer Contracting, Inc. on the AMP 1 Newland window and siding repair/replacement project;
- Fully signed contract together with a notice to proceed issued to Drizos Contracting LLC on the AMP 1 scattered site window and siding repair/replacement project; and
- Two (2) invoices, the first in the amount of \$2,250.00 and the second in the amount of \$2,350.00, for architectural services provided on the Rockland Ave accessible ramp replacement project, with payment to be made by DHCD through CapHub.

5. TRAINING AND CONFERENCES

The following invoices, purchase/task orders, and training/conference-related documentation were supplied to the Board for informational purposes only:

- MassNAHRO Spring Conference, April 2-4, 2023, Waltham, MA, inclusive of a full-page ad in the conference program book; and
- MassNAHRO Legislative Day at the MA State House on Tuesday, March 28, 2023.

6. POLICIES AND CONTRACTS

None.

7. REVIEW OF CHARITABLE REQUESTS

A. DANA FARBER 2023 MATCHING CHALLENGE

The Board weighed making a donation to the Dana Farber 2023 Matching Challenge.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by John P. Matheson, it was unanimously

VOTED: To approve and authorize a donation in the amount of \$100.00 to the Dana Farber 2023 Matching Challenge from COCC.

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

B. BREAD OF LIFE – THANK YOU LETTER

A thank you letter from Bread of Life was presented to the Board for informational purposes only.

8. CORRESPONDENCE, PUBLICATIONS, AND COMMUNICATIONS

A. SUFFOLK MANOR RESIDENTS ASSOCIATION – REQUEST FOR QUARTERLY FUNDING

The Board perused correspondence from the Suffolk Manor Residents Association requesting quarterly funding.

After due discussion and upon motion duly made by John P. Matheson and seconded by Joan M. Chiasson, it was unanimously

VOTED: To table subject to Executive Director’s request for an accounting from the Suffolk Manor Residents Association.

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

9. OPEN DISCUSSION

A. SPARUS HOLDINGS AND SOUTHERN CROSS – BID PROPOSAL

The Board reviewed a bid proposal in the amount of \$30,000.00 from Sparus Holdings and Southern Cross for work, investigation, and document creation to position MHA to respond appropriately to MA DPU’s consent order and compliance agreement.

After due discussion and upon motion duly made by John P. Matheson and seconded by Joan M. Chiasson, it was unanimously

VOTED: To accept the bid proposal in the amount of \$30,000.00 from Sparus Holdings and Southern Cross as the most reasonable and responsive bidders and approve and authorize the Executive Director to contract with the same.

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

B. NATIONAL GRID – MASTER METER OPERATIONS AND MAINTENANCE

The Executive Director presented the master meter contract from National Grid with the Board. The Board conversed about how the contract was over-reaching, contained untenable terms, and was non-negotiable.

For informational purposes only at this time.

C. ASTAR – MASTER METER PROGRAM SERVICES

The Board analyzed master meter program services from ASTAR relevant to the DPU issues.

For information purposes only at this time.

ADJOURNMENT

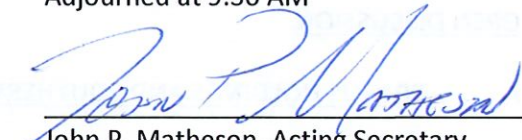
After due discussion and upon motion duly made by John P. Matheson and seconded by Joan M. Chiasson, it was unanimously

VOTED: To adjourn

Ayes: William P. Hurley, John P. Matheson, and Joan M. Chiasson

Nays: None

Adjourned at 9:30 AM


John P. Matheson, Acting Secretary