

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority (“MHA”) was held on Tuesday, February 9, 2021 at 5:00 PM through teleconference based on the Governor’s Order on assemblage due to COVID-19.

COMMISSIONERS ATTENDING: Joan M. Chiasson, Chairperson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

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

1. APPROVAL OF MINUTES OF JANUARY 26, 2021

The minutes of the meeting of January 26, 2021 were scrutinized by the Board. It was brought to the attention of the Board that Mark A. Lawhorne was listed as seconding the motion to adjourn in error.

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by William P. Hurley, it was unanimously

VOTED: To amend the minutes of January 26, 2021 showing Frank M. Molis as seconding the motion to adjourn and to approve the minutes of the January 26, 2021 meeting as amended.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

2. APPROVAL OF BILLS AND SIGNING OF CHECKS

The Board reviewed the Massachusetts Rental Voucher Program (“MRVP”) and “Section 8” payments for the month of January 2021 totaling \$1,330,607.68 and the Revolving Fund Checks payments for the month of January 2021 totaling \$521,703.85

After due discussion and upon motion duly made by William P. Hurley and seconded by Frank M. Molis, it was unanimously

VOTED: To approve the bills and signing of checks for January 2021.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

3. FINANCIAL MATTERS

A. TERMINAL EXCHANGE – CHANGE ORDER

Change Order No. 3 from Terminal Exchange dated February 3, 2021 for the provision of MS Plus Network Management and Service Support in the amount of \$900 per month increasing the total contract cost to \$57,144 and was considered by the Board.

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize the Executive Director to sign the Change Order with Terminal Exchange increasing the total contract cost to \$57,144

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

B. TERMINAL EXCHANGE – INVOICE

The Board analyzed an invoice from Terminal Exchange for wireless equipment and switches including shipping costs in the sum of \$11,740 and the monthly service support fee of \$900 for a total invoice in the sum of \$12,640.

After due discussion and upon motion duly made by William P. Hurley and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment to Terminal Exchange in the total sum of \$12,640 for the installation and network configuration of all wireless applications with monthly management and support with cost allocated against the Central Office Cost Center (“COCC”) inclusive of any cost for the 400-1 program, the AMP’s and Section 8.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

C. MICHAEL KIM ASSOCIATES – INVOICE

An invoice dated February 2, 2021 from Michael Kim Associates for the Newland Street roof replacement project for engineering and design services in the sum of \$10,875

After due discussion and upon motion duly made by William P. Hurley and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment in the sum of \$10,875 to Michael Kim Associates for AMP 1 roof replacement engineering and design services at the Newland Street project to be paid from Capital Funds.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

D. SENIOR TRANSPORTATION REQUEST – CITY OF MALDEN

A letter from the Mayor dated February 3, 2021 requesting MHA's funding in support of Malden's Senior Transportation program providing service to MHA's elder/disabled resident families in the sum of \$20,000 was studied by the Board.

After due discussion and upon duly motion duly made by Mark A. Lawhorne and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize MHA's contribution of \$20,000 to the City of Malden's Senior Transportation program to be paid by the AMP's and by the COCC for the 400-1 program only.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

E. DIANE COHEN – INVOICE

The Board perused an invoice from Diane Cohen dated February 1, 2021 in the sum of \$750 for Federal Public Housing and Section 8 program consulting services.

After due discussion and upon motion duly made by William P. Hurley and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment to Diane Cohen for Federal Public Housing and Section 8 program consulting services with \$375 being allocated to each program for a total of \$750.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

F. JAMES M. HENNESSEY – INVOICE

An invoice from James M. Hennessey dated February 4, 2021 in the sum of \$690 for professional services in conducting a remote hearing and decision for the Section 8 department.

After due discussion and upon motion duly made by Frank M. Molis and seconded by Mark A. Lawhorne, it was unanimously

VOTED: To approve and authorize payment to James M. Hennessey in the sum of \$690 for conducting a remote hearing and decision with the cost allocated to Section 8.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

G. MALDEN POLICE DEPARTMENT – INVOICES (8)

The Board examined eight (8) invoices from the Malden Police Department for police details at 630 Salem Street, 120 Mountain Avenue, Suffolk Manor and 89 Pearl Street were perused by the Board, as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
01/12/21	23887	\$1,318.25
01/24/21	23981	\$263.65
01/26/21	23996	527.30
01/26/21	24009	263.65
01/29/21	24018	527.30
02/01/21	24029	263.65
02/02/21	24039	263.65
02/04/21	24054	<u>527.30</u>
	TOTAL	<u>\$3,954.75</u>

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment to the Malden Police Department in the total sum of \$3,954.75 as appropriate from the AMP's served, subject to verification of one questionable charge.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

H. MHA'S STATE BUDGET APPROVAL LETTERS (3)

Three (3) letters from the Massachusetts Department of Housing and Community Development ("DHCD") dated January 29, 2021 approving MHA's State Budget for the 400-1, MRV-P and 689-C programs were examined by the Board.

No further action was necessary.

I. MALDEN CHAMBER OF COMMERCE – MAYOR'S VIRTUAL STATE OF THE CITY ADDRESS

The Executive Director informed the Board of the upcoming Malden Chamber of Commerce Breakfast to be held virtually with the Mayor's State of the City address on February 23, 2021.

After due discussion and upon motion duly made by Frank M. Molis and seconded by Mark A. Lawhorne, it was unanimously

VOTED: To approve and authorize registration of up to ten (10) Commissioners and/or appropriate staff members to attend the virtual Malden Chamber of Commerce Breakfast to be paid by the COCC.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

4. POLICIES AND CONTRACTS

None

5. CHARITABLE REQUESTS

A. THE JIMMY FUND – DANA-FARBER CANCER INSTITUTE

The Board scrutinized a solicitation from the Jimmy Fund/Dana-Farber Cancer Institute.

After due discussion and upon motion duly made by Frank M. Molis and seconded by William P. Hurley, it was unanimously

VOTED: To approve and authorize the contribution of \$150 to the Jimmy Fund/Dana-Farber Cancer Institute to be paid from COCC funds.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

B. PROJECT TRIANGLE – THANK YOU

A thank you letter dated January 28, 2021 from Project Triangle for MHA's recent donation of \$150 was reviewed by the Board.

No further action was necessary.

6. CORRESPONDENCE AND NEWSLETTERS

A. NATIONAL ASSOCIATION OF HOUSING AND REDEVELOPMENT OFFICIALS (NAHRO) – ONLINE CONFERENCE

The Board considered a flyer from NAHRO for its 2021 Online Washington Conference on March 2-4, 2021.

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Frank M. Molis, it was unanimously

VOTED: To approve and authorize payment of registration fees associated with Commissioners and appropriate staff to attend NAHRO's Online Washington conference on March 2-4, 2021

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

7. OPEN DISCUSSION

None

ADJOURNMENT

After due discussion and upon motion duly made by Frank M. Molis and seconded by William P. Hurley, it was unanimously

VOTED: To adjourn.

Ayes: Joan M. Chiasson, Frank M. Molis, Mark A. Lawhorne and William P. Hurley

Nays: None

Adjourned at 5:25 PM

Mark A. Lawhorne, Secretary
SEAL

THESE MINUTES WERE APPROVED BY VOTE OF THE MHA BOARD OF COMMISSIONERS AT THEIR REGULAR MEETING OF 2/23/2021, TO BE SIGNED WHEN THE PUBLIC HEALTH CRISIS IS ABATED