

REGULAR MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority, ("MHA") was held on April 26, 2022 at 8:35 AM at the office of the Authority, 630 Salem Street, Malden, MA 02148

COMMISSIONERS ATTENDING: Mark A. Lawhorne, William P. Hurley, John P. Matheson and Joan M. Chiasson

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

MHA STAFF ATTENDING REMOTELY: Edward J. Fahey

1. APPROVAL OF MINUTES OF APRIL 12, 2022

The minutes of the April 12, 2022 Meeting were presented to the Board for their consideration.

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 April 12, 2022.

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

Nays: None

2. BILLS AND SIGNING OF CHECKS

The Board reviewed the Section 8 and MA Rental Voucher Program payments for the month of March, 2022 totaling \$1,396,052.00 and the Revolving Fund payments totaling \$659,240.46.

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

VOTED: To approve the bills and signing of checks for the month of March 2022.

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

Nays: None

3. FINANCIAL MATTERS

A. AMERICAN SERVICE COMPANY-INVOICE

The Board studied an invoice from American Service Company dated April 7, 2022 in the amount of \$63,504.16 for work completed on the Suffolk Manor Addressable Fire Alarm System project.

After due discussion and upon motion duly made by William P. Hurley and seconded by John P. Matheson, it was unanimously

VOTED: To approve and authorize payment of \$63,504.16 to American Service Company for work completed on the Suffolk Manor Addressable Fire Alarm System project to be paid by the Capital Fund.

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

Nays: None

B. WDG WATERFIELD DESIGN GROUP (WDG)

The Board examined an invoice from WDG in the amount of \$2,215 dated April 11, 2022 for the design work completed on the Linden basement water infiltration project.

After due discussion and upon motion duly made by John P. Matheson and seconded by William P. Hurley, it was unanimously

VOTED: To approve and authorize payment to the Waterfield Group in the amount of \$2,215 for work completed on the Linden basement water infiltration project to be paid by AMP 1.

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

Nays: None

C. YMCA INVOICES (2)

The Board analyzed two invoices dated March 3, 2022 from the YMCA, one at the Linden Development in the amount of \$2,846.28 and the other at the Newland Development in the amount of \$2,673.89, each for the provision of after school programming at each location.

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

VOTED: To pay the YMCA invoices for the provision of After School programming services at Linden in the amount of \$2,846.28 and at Newland in the amount of \$2,673.89 for March, 2022 with cost to be paid by AMP 1.

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

Nays: None

D. S.G. RISK MANAGEMENT – INVOICE

The board studied an invoice in the amount of \$237.50 from S.G. Risk Management dated April 18, 2022 for insurance consulting services rendered.

After due discussion and upon motion duly made by John P. Matheson and seconded by William P. Hurley, it was unanimously

VOTED: To approve the invoice from S.G. Risk Management in the amount of \$237.50 for consulting services provided for March, 2022.

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

Nays: None

E. MALDEN POLICE DEPARTMENT –INVOICES (7)

The Board reviewed seven (7) invoices from the Malden Police as follows:

DATE	Invoice #	Amount
4/5/22	26,662	\$ 928.89
4/6/22	26671	309.63
4/6/22	26680	309.63
4/8/22	26709	928.89
4/11/22	26728	928.89
4/13/22	26766	309.63
4/14/22	26778	619.26
	TOTAL	\$ 4,334.82

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

VOTED: To pay the Malden Police invoices in the total amount of \$4,334.82 with cost to be paid by the AMPs served.

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

Nays: None

F. HUD'S FY 2022 INCOME LIMITS

HUD's FY 2022 income limits by family size for use in the MHA Program Administration were considered by the Board.

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

VOTED: To approve HUD's FY 2022 Income Limits for the Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area as published by Family Size for use in MHA Program Administration

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

Nays: None

G. THE NELROD CONSORTIUM (NELROD)

The Board reviewed a notification from the NELROD offering a membership and their services for training of administration staff in several disciplines.

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

VOTED: To approve membership in the NELROD with a maximum cost up to \$1,500 to be paid by the AMP's, Section 8 and the COCC, as applicable.

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

Nays: None

H. SEASONAL YOUTH PART-TIME EMPLOYMENT PROGRAM

The Board reviewed a request from the Executive Director to create a Seasonal Youth Part-time Employment Program consisting of children aged 15-22 of MHA staff and tenant families in Linden and Newland developments to work summer recess, winter and spring breaks and holidays up to 18 hours/week at \$14.25/hour (MA minimum wage) in the Linden and Newland maintenance or in one or more administrative office.

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

VOTED: To approve the Seasonal Youth Part-time Employment Program at the MA minimum wage of \$14.25/hour for up to 18 hours/week, with the wage rate to increase if the MA minimum wage rate increase, as presently scheduled on January 1, 2023, with cost to be paid by AMP 1.

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

Nays: None

I. RESIDENT ADVISORY BOARD MEETING AND PUBLIC HOUSING PLAN MEETING

The Board considered a request from the Executive Director for approval of up to \$1,000. from the COCC to procure a local restaurateur or food vendor to cater the Resident Advisory Board Meeting scheduled to be held on Tuesday May 31, 2022 at 8:30 AM in the 630 Salem Street community room, and the Joint Annual Plan Public Hearing also to be held in the 630 Salem Street community room on Tuesday June 14, 2022 at 8:30 AM.

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

VOTED: To approve the expenditure of up to \$1,000 for light refreshments for the Resident Advisory Board Meeting on May 31, 2022 and the Public Housing Plan Meeting on June 14, 2022, to be paid by the COCC.

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

Nays: None

J. NERC/NAHRO ANNUAL CONFERENCE

The Board was presented with a notice announcing the upcoming NERC/NAHRO Annual Conference to be held in Manchester, VT on June 12 -15, 2022.

After due discussion and upon motion duly made by William P. Hurley and seconded by John P. Matheson, it was unanimously

VOTED: To approve the purchase of a full-page ad in the NERC/NAHRO Annual Conference Program Book in the amount of \$125 to be paid by the COCC, and also authorize and approve Commissioners and staff to attend this conference with all eligible cost to be paid by MHA.

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

Nays: None

4. **POLICIES AND CONTRACTS**

None

5. **REVIEW OF CHARITABLE REQUESTS**

None

6. **CORRESPONDENCE, PUBLICATIONS AND COMMUNICATIONS**

None

7. **OPEN DISCUSSION**

a. Other

ADJOURNMENT

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

VOTED: To adjourn

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

Nays: None

Adjourned at 9:05 AM


John P. Matheson, Secretary