

THE REGULAR MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority, ("MHA") was held on May 10, 2022 at 8:30 AM at the office of the Authority, 630 Salem Street, Malden, MA 02148.

COMMISSIONERS ATTENDING: Joan M. Chiasson and John P. Matheson

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REMOTELY: Mark A. Lawhorne and William P. Hurley

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

1. APPROVAL OF MINUTES OF APRIL 26, 2022

The minutes of April 26, 2022 were presented to the Board for their review.

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 minutes of April 26, 2022.

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

Nays: None

2. BILLS AND SIGNING OF CHECKS

There were none.

3. FINANCIAL MATTERS

A. BUCKLEY BROTHERS -- SPRINGDALE REPAIRS

Confirmation of Poll Approval to complete plumbing and other work at Springdale in conjunction with the Door and Window Replacement Project with cost of the additional work to be paid by the state program and/or the COCC.

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

VOTED: To Confirm poll approval to complete plumbing and other work at Springdale with cost to be paid by the state program and/or the COCC.

B. MARCUM – INVOICE

The Board was presented with an invoice in the amount of \$9,525 from Marcum dated April 27, 2022 for work completed on MHA's FY2021 Audit and AUP with Audit cost in the sum of \$7,320 and AUP cost in the sum of \$2,205.

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

VOTED: To approve payment of \$9,525 to Marcum for Audit and AUP work

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

Nays: None

C. YMCA – INVOICE

The Board studied an invoice in the amount of \$4,166 dated April 7, 2022 from the YMCA for MHA's federal public housing resident family memberships.

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

VOTED: To approve and authorize the payment of \$4,166 to the YMCA for March MHA Federal Family Memberships to be paid from the COCC

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

Nays: None

D. MYSTIC VALLEY ELDER SERVICES, INC. – INVOICES (2)

An invoice dated May 2, 2022 from Mystic Valley Elder Services, Inc. for the provision of onsite Resident Service Coordinator Services, with the first in the amount of \$14,386.65 for the month of March 2022 and the second in the amount of \$13,535.96 for the month of April, 2022.

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

VOTED: To approve and authorize payment of the two invoices from Mystic Valley Elder Services, one in the amount of \$14,386.65 and the other in the amount of \$13,535.96, totaling \$27,922.61, with the cost to be paid by AMPs 2,4,5 and 6.

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

Nays: None

E. DIANE COHEN-INVOICE

The Board was presented with an invoice from Diane Cohen dated May 1, 2022 in the amount of \$1,125 for consulting services provided to the Occupancy Department and HUD assisted Public Housing programs.

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

VOTED: To approve payment to Diane Cohen in the amount of \$1,125, with costs paid by each program designated on the invoice.

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

Nays: None

F. MANETTE DONOVAN – INVOICES (2)

There were two invoices presented to the Board from Manette Donovan, the 1st for work completed on MHA's Language Access Plan in the amount of \$1,785, and the 2nd in the amount of \$332.50 for work completed on MHA's Fair Housing Marketing Plan.

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

VOTED: To approve payment of the two invoices from Manette Donovan with \$1,785 to be paid by the COCC and \$332.50 to be paid by the state program.

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

Nays: None

G. MASSACHUSETTS CHAPTER NAHRO-INVOICE

The Board was presented with an invoice from MASS/NAHRO in the amount of \$1,956 for 6 months maintenance fee for the Section 8 centralized waiting list program.

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

VOTED: To approve payment of the invoice from MASS/NAHRO in the amount of \$1,956 for MHA's participation in the centralized Section 8 wait list with cost paid by that program.

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

Nays: None

H. RICOH CONTRACT

The Board reviewed a contract from Ricoh for renewal of services and equipment for a period of 60 months (5 Yr.) at pricing listed in CommBuys at \$1,845.50 per month by the cost center at which equipment is placed and services provided.

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

VOTED: To approve a new 5 Year print platform contract with Ricoh for a price of \$1,845.50 per month with monthly payment as allocated by the Finance Director.

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

Nays: None

I. MALDEN POLICE INVOICES (4)

The Board considered four invoices from the Malden Police Department as follows:

<u>DATED</u>	<u>INVOICE #</u>	<u>AMOUNT</u>
4/26/22	26815	\$ 309.63
5/2/22	26825	619.26
5/3/22	26848	1,548.15
5/4/22	26864	<u>309.63</u>
	<u>TOTAL</u>	<u>\$2,786.67</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 payment of the 4 invoices with payment allocated to the AMPs served.

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

Nays: None

4. POLICES AND CONTRACTS

A. HUD FHEO

The Board reviewed the Revised Voluntary Agreement with HUD FHEO.

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

VOTED: To approve and authorize the Executive Director to sign the Revised Voluntary Compliance Agreement with HUD FHEO and ensure compliance with all obligations included therein.

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

Nays: None

5. REVIEW OF CHRITABLE REQUESTS

None

6. CORRESPONDENCE, PUBLICATIONS AND COMMUNICATIONS:

a) Discussion regarding MHA Payroll Administration of the MA Legal Juneteenth Holiday falling on Sunday June 19th.

After due discussion and upon motion duly made that holiday be celebrated on Monday June 20th, motion made by William P. Hurley and seconded by Joan M. Chiasson, it was unanimously,

VOTED: To approve the Juneteenth Holiday on June 19th to be celebrated by staff on Monday June 20, 2022.

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

Nays: None

b) NAHRO Monitor

c) Maplewood Fest

7. OPEN DISCUSSION

a) None

ADJOURNMENT

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

VOTED: To Adjourn

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

Nays: None

Adjourned 9:20 AM



John P. Matheson, Secretary