

MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority ("MHA") was held on Tuesday, July 27, 2021 at 9:00 AM at the office of the Authority, 630 Salem Street, Malden, Massachusetts.

COMMISSIONERS ATTENDING: Joan M. Chiasson, Chairperson, William P. Hurley and John P. Matheson

COMMISSIONERS ABSENT: Mark A. Lawhorne

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

1. APPROVAL OF MINUTES OF JULY 13, 2021

The minutes of the meeting of July 13, 2021 were scrutinized by the Board. It was noted that John P. Matheson was listed as both a Commissioner and "Other Attendee" in error. The minutes should be amended so Mr. Matheson is listed as Other Attendee since he was not yet sworn in by the Mayor.

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 minutes of the July 13, 2021 meeting as amended as stated above.

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

Nays: None

2. CHANGE IN MEETING SCHEDULE

The Board previously discussed changing the time of day to which the Board would meet and discussed permanently changing the regular meetings to 8:30 AM on the 2nd and 4th Tuesdays of the month, including the one meeting in the months of July, August and December of each year.

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

VOTED: To approve the change of the regular meeting time to 8:30 AM on the second and fourth Tuesday of each month, and the same time for the one meeting held during the months of July, August and December.

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

Nays: None

3. FINANCIAL MATTERS

A. EXECUTIVE DIRECTOR'S CONTRACT

A proposed contract of employment between MHA and Stephen G. Finn, Executive Director, was transmitted to the Board. The Board was informed that the Executive Director's five (5) year contract would commence September 30, 2021 and provided for the Executive Director's compensation at \$159,463 including an amendment to Massachusetts Department of Housing and Community Development ("DHCD") standard contract to have the Executive Director's sick leave time buyback at retirement to be consistent with MHA's Personnel Policy.

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 the Commissioners to execute the five (5) year contract on behalf of MHA with Stephen Finn, as the MHA's Executive Director, commencing September 30, 2021 with an annual salary of \$159,463, including an amendment to DHCD standard contract to have the Executive Director's sick leave time buyback at retirement to be consistent with MHA's Personnel Policy and submit same to DHCD.

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

Nays: None

B. MCGLINCHY, BARBARA – TEMPORARY EMPLOYMENT

The Executive Director received poll approval from the Board by email on July 22, 2021 to temporarily hire back Barbara McGlinchy, recently retired, for assistance at Linden on an emergency basis. Ms. McGlinchy would assist with re-certifications since she is experienced and would require no training and would be paid at her former rate of \$30.96 per hour.

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

VOTED: To confirm the poll approval to temporarily hire back Barbara McGlinchy at her former rate of \$30.96 per hour (4 weeks) to assist with re-certifications. .

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

Nays: None

C. ELIOT COMMUNITY HUMAN SERVICES ("ELIOT") – LEASE ADDENDUM

The Board discussed the required lease extension with Eliot and the Massachusetts Department of Mental Health ("DMH") together with the lease addendum increasing the monthly rent to \$3,669.75 for 14 Clement Street. The rental increase is based on the Cost of Living Adjustment ("COLA") of 1.3% as published by the U.S. Social Security Administration ("SSA") for the calendar year 2021.

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

VOTED: To approve a one year renewal and extension of the lease with Eliot on 14 Clement Street for the revised monthly rental payment of \$3,669.75 and authorize the Executive Director to sign the lease addendum and DMH Lease Addendum memorializing this renewal and submit all required documents to DHCD and DMH for acceptance and approval.

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

Nays: None

D. DIANE COHEN – INVOICE

An invoice from Diane Cohen dated May 2, 2021 in the sum of \$1,125 for consulting services for the month of April 2021 for MHA's Federal Public Housing, Occupancy, Section 8 program and State public housing program was reviewed by the Board.

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 Diane Cohen for consulting services for MHA's Federal Public Housing, Occupancy, Section 8 program and State consulting services in the sum of \$1,125 to be allocated to the AMP's served, Section 8 and the Central Office Cost Center ("COCC") for MHA's State public housing program.

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

Nays: None

E. BAYSTATE INTERPRETERS, INC. – QUOTE

The Board considered a quote dated July 22, 2021 from Baystate Interpreters, Inc. in the sum of \$112.88 for translation of tenant's association election notices at the 557 Pleasant Street development.

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

VOTED: To authorize and pay the quote from Baystate Interpreters, Inc. in the sum of \$112.88 for translation of notices for the 557 Pleasant Street Resident Association to be paid by the COCC.

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

Nays: None

F. MALDEN POLICE DEPARTMENT – INVOICES (3)

Three (3) invoices from the Malden Police Department for police details at 630 Salem Street, 120 Mountain Avenue, Suffolk Manor and 89 Pearl Street where analyzed by the Board as follows:

<u>Dated</u>	<u>Invoice No.</u>	<u>Amount</u>
07/01/21	24963	\$ 263.65
07/15/21	24999	2,660.38
07/17/21	25019	<u>294.80</u>
	TOTAL	<u>\$3,218.83</u>

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 to the Malden Police Department in the total sum of \$3,218.83 as appropriate from the AMP's served.

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

Nays: None

4. POLICIES AND CONTRACTS

None

5. CHARITABLE REQUESTS

None

6. CORRESPONDENCE AND NEWSLETTERS

None

7. OPEN DISCUSSION

A. SUMMER CONCERT SERIES 2021

of

A flyer announcing Malden Summer Concert Series 2021 to be held outside at 215 Pleasant Street was provided to the Board.

No further action was necessary.

B. MALDEN COMMUNITY PRESERVATION COMMITTEE INFORMATION

The Board discussed the need to assign a Commissioner as the new MHA representative to the Malden Community Preservation Committee.

No further action was necessary at this time.

C. US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT – (“HUD” – LINE OF CREDIT CONTROL (“LOCC”)

The Executive Director informed the Board that an authorizing Board member will need to be assigned to HUD's LOCC Security System since Frank M. Molis was no longer a MHA Commissioner.

No further action was necessary at this time.

ADJOURNMENT

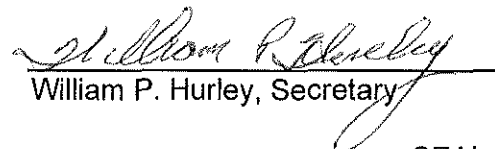
After due discussion and upon motion duly made by William P. Hurley and seconded by John P. Matheson, it was unanimously

VOTED: To adjourn.

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

Nays: None

Adjourned at 9:30 AM


William P. Hurley, Secretary

SEAL

