

MINUTES OF THE
QUINCY HOUSING AUTHORITY BOARD MEETING

A Regular Meeting of the Quincy Housing Authority was duly called and held on Wednesday, August 21, 2019 at 5:00 p.m. at 80 Clay Street, Quincy, MA 02170 and upon a call of the roll, the following Officers were found Present and Absent:

<u>Present</u>	<u>Absent</u>
Scott Campbell	None
Brian Clifford	
Mary Ann Morris	
Josephine Shea	
Michael Flaherty	

Pledge of Allegiance

The Pledge of Allegiance was led by the Executive Director.

Approval of Minutes of the July 17, 2019 Regular Board Meeting

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve the Minutes of the July 17, 2019 Regular Board Meeting. The motion passed unanimously.

Harborview Residents' Committee, Inc.

Karen Flaherty addressed the Board and reported on the recent vandalisms that have taken place in Germantown. Mr. Marathas said that the six children have been identified and the police have been notified. The parents of these children have been conferenced in and spoken to about these actions.

Ms. Flaherty reported that elections will be at the end of September.

A written report was distributed to the Board.

Residents' Council for Elderly/Disabled Residents of the QHA

Kevin Matta addressed the Board and said that the property managers continue to work hard and the farm stands have been very successful at the buildings.

Finance/Leased Housing

Commissioner Shea made a motion, seconded by Commissioner Campbell, to certify the DHCD year end financial submission packages for the 400-1, 705, 69 and MRVP Programs. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Morris, to certify QHA compliance with the Massachusetts Federal and State Lead Laws. The motion passed unanimously.

Commissioner Morris made a motion, seconded by Commissioner Campbell, to certify the DHCD Top five salary schedule. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve the proposed write-off of Tenant's accounts receivable for vacated tenants in the amount of:

Federal	\$9,229.00
State	16,501.00
Total	25,731.89

The motion passed unanimously.

Commissioner Morris made a motion, seconded by Commissioner Clifford, to approve SEMAP certification for FY 2019. The motion passed unanimously.

Support Services/Tenant Services

Carolyn Crossley reported to the Board and said that the FSS Coordinator position has been filled and the new hire will be starting shortly.

Maintenance/Mod

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve the Certificate of Substantial Completion for Boston Electric and Telephone Corp. for the New Video Surveillance System at Tobin Towers. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to approve the Certificate of Final Completion for Boston Electric and Telephone Corp. for the New Video Surveillance System at Tobin Towers. The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Shea, to approve Final Payment to Boston Electric and Telephone Corp. for the New Video Surveillance System at Tobin Towers. The Final payment is in the amount of \$3,645.00. The motion passed unanimously.

Commissioner Morris made a motion, seconded by Commissioner Clifford, to award and authorize the Contract Officer to execute a contract to Gorham Fire Appliance Company for the Inspection and Service of the fire protection equipment at all QHA properties. Bids were received on August 8, 2019 and Gorham Fire Appliance was the low bidder

The contract is for a two year period commencing on September 1, 2019. The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Campbell, to award and authorize the Contract Officer to execute a contract to FTG Security for the Installation of the Video Surveillance Systems at Riverview, O'Brien Towers, Pagnano Towers and Drohan Apartments. The bids were received on August 15, 2019 and FTG Security was the low bidder. The contract is in the amount of \$218,786.00 which includes the Base Bid of \$191,836.00 and an additional seven (7) cameras for Riverview at the bid Unit Price of \$3,850.00 each. (7 @ \$3,850. = \$26,950.00). The source of funds is a HUD Security Grant. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Morris, to approve the Certificate of Final Completion for Avatar Construction, Inc. for the Accessibility Modifications at 93 Curtis Ave. 689-4. The motion passed unanimously.

Commissioner Morris made a motion, seconded by Commissioner Campbell, to approve Final Payment to Avatar Construction, Inc. for the Accessibility Modifications at 93 Curtis Ave. 689-4. The Final payment is in the amount of \$15,993.28. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to award and Authorize the Contract Officer to execute a contract to Southridge Farm and Nursery in the amount of \$13,643.50 for the purchase of the specified plantings at the Palmer St. Rotary. Bids were received on June 20, 2019 and Southridge Farm and Nursery was the low bidder. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to Award and Authorize the Contract Officer to execute a contract to Quirk Chevy to purchase a 2019 Chevy Silverado Dump truck and a 2019 Chevy Express Cargo Van. QHA solicited three quotes and Quirk Chevy was the low bidder. The motion passed unanimously.

Executive Director's Report

Mr. Marathas reported on the following completed projects:

The installation of the Gazebo at Tobin Towers is complete. This was funded through CPA funds. The benches are being installed on Friday.

Security upgrades are completed. The installation of twenty five additional cameras at Tobin Towers.

Requested and received \$200,000 from DHCD in grant funding for lead abatement at Snug Harbor.

Requested and received \$100,000 from DHCD in grant funding for sustainability improvements to Louis George Village to install all new exterior door entrance ways.

DHCD had requested QHA add a second Tenant Selector due to the implementation of the new CHAMP system. The job was posted and filled in house.

Mr. Marathas also reported on many of the in progress projects that were listed in his written report.

Commissioner Shea made a motion, seconded by Commissioner Clifford, to adjourn. The motion passed unanimously and the meeting adjourned at 6:25 p.m.