

**QUINCY HOUSING AUTHORITY**

**80 CLAY STREET, QUINCY, MA 02170**

**BOARD OF COMMISSIONERS MEETING, JUNE 17, 2020 5:00 P.M.**

A Regular Meeting of the Quincy Housing Authority was duly called and held on Wednesday, June 17, 2020 via gotomeeting.com/teleconference and upon a call of the roll the following Officers were found present and absent:

Present \_\_\_\_\_

Mary Ann Morris  
Josephine Shea  
Scott Campbell  
Michael Flaherty

Absent

Brian Clifford

**Pledge of Allegiance**

The Pledge of Allegiance was led by the Executive Director.

**Approval of the Minutes of the May 20, 2020 Regular Board Meeting**

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve the Minutes of the May 20, 2020 Regular Board Meeting. The motion passed unanimously.

**Harborview Residents' Committee, Inc.**

There was no one present this evening from the Harborview Residents' Committee, Inc.

**Resident's Council for Elderly/Disabled Residents of the QHA**

Kevin Matta spoke to the Board and said that everything is going good and that the tenants appreciate all of the sanitizing and the distribution of the masks.

**Mod/Maintenance**

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve Change Order No. 1 to the contract with Paqcon Corp. for the Jean Kennedy Playground Improvement. Change Order No. 1 will eliminate a 3' double gate and a 9' gate and will result in a decrease of \$2,000.00 to the contract price. The motion passed unanimously.

Commissioner Flaherty commented that a change order with a decrease in the dollar amount is favorable.

Mr. Marathas explained that the next change order is because the original fans will not work with the existing duct work. Commissioner Flaherty asked if the architect had looked in the ceiling prior to bidding. Mr. Marathas said he had not, therefore, the fans needed to be changed in order to install without changing the duct work.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to approve Change Order No. 1 to the contract with Enterprise Equipment Co., for the bathroom exhaust fan revisions at Tobin Towers. The specified exhaust fans would not fit the openings and the Greenheck fans were the only fans compatible with the existing duct work. The change to Greenheck fans will result in an increase to the contract price of \$16,891.00. The motion passed unanimously.

Mr. Marathas explained that motions three through nine are extensions to current contracts. Due to Covid 19 we are unable to go out to bid on these contracts because most companies/vendors have been shut down. Each motion is for a three month extension.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve an extension of three months to the contract with F.W. Webb for the plumbing and heating supplies. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve an extension of three months to the contract with Top Notch Supply, Inc. for the janitorial supplies. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve an extension of three months to the contract with PPG Architectural Coating for the painting supplies. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve an extension of three months to the contract with National Lumber for the building materials and supplies. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve an extension of three months to the contract with Richmond Hardware for the hardware supplies. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve an extension of three months to the contract with Graybar Electric for electrical supplies. The motion passed unanimously.

Mr. Marathas explained that he has negotiated a 2% increase with the AFSCME Union employees and is in the process of negotiating with the SEIU Union employees and that past practices have been that the non union administrative employees receive the same cost of living increases as the union employees.

Commissioner She made a motion, seconded by Commissioner Morris, to approve a 2% increase to all administrative non-union employees consistent with the union contract increases effective July 1, 2020. The motion passed unanimously.

## **Finance**

Ms. McAuliffe reported to the Board on her written report and financial statements. The year will be ending on a good note financially.

Three farm stands will be opening up soon.

The reserves are at 57%.

The Board accepted the Finance Director's Report.

### **Support Services/Tenant Services**

Carolyn Crossley reported that rent calculations are ongoing and employees are working from home and on target with the calculations.

Many tenants are not paying their rents and the amounts owed are higher than usual.

Commissioner Shea questioned why more money than usual is owed to the Authority and asked if this could be attributed to the virus.

Mr. Marathas responded that many tenants are taking advantage of the situation, where the courts, are closed, and therefore, evictions are not happening and also added if any tenant's income goes down, their rent also goes down as their rent is based on their income. The tenant needs to report the income change and the rent is adjusted.

Commissioner Flaherty commented that Weymouth is experiencing the same thing with increased rents owed.

The Board accepted Ms. Crossley's report.

### **Executive Director's Report**

A new electrician position has been advertised.

We have hired two additional staff members, Christine Cummings who will be working in Support Services as a Resident's Coordinator and Martin Emerson was hired a Plasterer.

Mr. Marathas summarized his phased reopening approach to the Board and emphasized that this is subject to change depending on the number of cases with the virus.

July 1<sup>st</sup> is the anticipated date to lift the no visitor policy to our residents. However, all visitors will be required to wear face coverings.

July 1<sup>st</sup> our splash pad and parks will be reopening

Employees have been working from home on an alternating schedule, however, we are still renting units.

In house asbestos is ongoing

Four temporary laborers have been hired and are assisting with the continued sanitizing efforts,

New flooring is being done at Drohan and Pagnano

OBT Pagnano and Tobin will be receiving new elevators.

Bathroom fans will be replaced at Tobin

As listed in my written report, the upcoming year, will have many construction projects.

There being no further business, Commissioner Shea made a motion, seconded by Commissioner Campbell, to adjourn. The motion passed unanimously and the meeting adjourned at 5:30 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary