

**QUINCY HOUSING AUTHORITY
80 CLAY STREET, QUINCY, MA 02170
BOARD OF COMMISSIONERS MEETING, JULY 1, 2020 5:00 P.M.**

A Regular Meeting of the Quincy Housing Authority was duly called and held on Wednesday, July 1, 2020 via gotomeeting.com/teleconference 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 (arrived at 5:08 p.m.)	
Michael Flaherty	

Pledge of Allegiance

The Pledge of Allegiance was led by the Executive Director.

Approval of Minutes of the June 17, 2020 Regular Board Meeting

Commissioner Campbell made a motion, seconded by Commissioner Morris, to approve the Minutes of the minutes of the June 17, 2020 Regular Board Meeting. The motion passed unanimously.

Harborview Residents' Committee, Inc.

There was no one present this evening from HRCI.

Residents' Council for Elderly/Disabled Residents of the QHA

Kevin Matta said the tenants were pleased with the sanitizing efforts made by the Executive Director and are also pleased to have the farm stands back for the summer.

Mod/Maintenance

Commissioner Morris made a motion, seconded by Commissioner Clifford, to award and authorize the Executive Director to execute a contract to Molloy Disposal Services, Inc. for providing 30 yard non-asbestos dumpsters. Quotes were opened on June 23, 2020, there were two (2) quotes received and Molloy Disposal Services was the low bidder the contract is for a one year period commencing on July 1, 2020. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Morris, to award and Authorize the Executive Director to enter into a contract with Enterprise Equipment Co., Inc. for the Elevator Renovations at O'Brien Towers and Pagnano Towers. The bids were opened on June 24, 2020, there were

seven (7) bids received and Enterprise Equipment Co., Inc. was the low bidder. The contract will be in the amount of \$1,638,000.00. The source of funding for this contract is CFFP Bond funds. The motion passed unanimously.

Commissioner Morris made a motion, seconded by Commissioner Clifford, to award and Authorize the Executive Director to enter into a contract with Cacciatore Brothers, Inc. for the Site Work Paving at Crowley Court. The bids were opened on June 24, 2020, there were four (4) bids received and Cacciatore Bros., Inc. was the low bidder (See attached Bid Tabulation). The contract will be in the amount of \$39,000.00. The source of funding is DHCD FY20 Health & Safety funds. The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Campbell, to award and Authorize the Executive Director to enter into a contract with the lowest responsible bidder for the Flooring Replacement at Pagnano Towers and Drohan Apartments. The bids will be opened on July 1, 2020. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to award and Authorize the Executive Director to enter into a contract with the lowest responsible bidder for the Access Door Controls Replacement at O'Brien Towers, Pagnano Towers and Drohan Apartments. The bids will be opened on July 8, 2020. The motion passed unanimously.

Finance

Commissioner Morris made a motion, seconded by Commissioner Clifford to approve the proposed Operating Budget for State aided Housing of the Quincy Housing authority program Number 400-1 for fiscal year ending 6/30/2020 showing total revenue of \$6,616,121 and total expenses of \$6,460,501 Acct. No. 4000 thereby requesting a subsidy of \$1,867,172 and further that the Executive Director's total annual salary of \$194,621 for fiscal year ending 6/30/2020 be submitted to the Department of Housing and Community Development for its review and approval. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to approve the proposed Operating Budget for State aided Housing of the Quincy Housing Authority Program Number 689-C for fiscal year ending 6/30/2020 showing total revenue of \$113,116 and total expenses of \$156,167, thereby requesting a subsidy of \$0.00, and further that the Executive Director's total annual salary of \$194,621 for fiscal year ending 6/30/2020 be submitted to the Department of Housing and community Development for its review and approval. The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Shea, to approve the proposed Operating Budget for State Aided Housing of Quincy Housing Authority Program Number MRVP for fiscal year ending 6/30/2020 showing total revenue of \$8,640 and total expenses of \$4,030, thereby requesting a subsidy of \$0.00 and further that the Executive Director's total annual salary of \$194,621 for fiscal year ending 6/30/2020 be submitted to the Department of Housing and Community Development for its review and approval. The motion passed unanimously.

Executive Director's Report

Mr. Marathas reported on the following:

- Maintenance continues to focus on the landscaping on all our properties.
- Thirty eight people have signed up for the blood drive on July 23rd.
- AFSCME and SEIU have agreed to a 2% increase as of July 1st for the year.
- A meeting was held with the plumber's union regarding one plumber not carrying the beeper. A solution is trying to be worked out.
- There is one Covid 19 case with one of our residents. This resident is hospitalized. The unit will be thoroughly sanitized.
- The no visitor order is being lifted as of July 1st for our residents. All visitors must wear face coverings when visiting.
- We continue to work in the office on an A B schedule and work from home on alternating days. This is in effect until at least August 1st, when it will be revisited.
- The farmers market is at Tobin and O'Brien Towers.
- A resident set off a fire work and caused one of our dump trucks to be set on fire. With the help of staff we were able to put the fire out to minimize damage. An insurance claim will be filed. This is currently a police investigation Mr. Marathas expressed his appreciation to staff for their help with putting out the fire.

There being no further business, Commissioner Shea made a motion, seconded by Commissioner Clifford, to adjourn. The motion passed unanimously and the meeting adjourned at 5:28 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary