

**QUINCY HOUSING AUTHORITY
80 CLAY STREET, QUINCY, MA 02170
BOARD OF COMMISSIONERS MEETING, August 19, 2020 5:00 P.M.**

A Regular Meeting of the Quincy Housing Authority was duly called and held on Wednesday, August 19, 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	
Michael Flaherty	

Pledge of Allegiance

The Pledge of Allegiance was led by the Executive Director.

Approval of Minutes of the July 1, 2020 Regular Board Meeting

Commissioner Morris made a motion, seconded by Commissioner Shea to approve the Minutes of the minutes of the July 1, 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 he did not have anything to report and the tenants are happy with all of the Executive Directors' efforts.

Mod/Maintenance

Commissioner Shea made a motion, seconded by Commissioner Campbell, to award and authorize the Executive Director to enter into a contract with EJP consulting Group, LLC for consulting and preparation of submittals and applications for the RAD conversions of O'Brien Towers, Pagnano Towers, Riverview and Drohan Apartments. The contract will be in the amount of \$43,640.00. The source of funding for this contract is CFP 2020 Capital funds. The motion passed unanimously.

Commissioner Morris made a motion, seconded by Commissioner Campbell to award and authorize the Executive Director to enter into a contract with Pasek Security for automatic door operator repairs. The bids were opened on August 12, 2020, and Pasek was the only bidder. The contract will be in effect for one year. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Clifford to award Chrissy Bowes as employee of the quarter. The motion passed unanimously.

Mr. Marathas and Ms. McAuliffe both spoke to the Board and said that Chrissy is a relatively new hire and has been handling a large case load with accurately and that Chrissy is an asset to the Leased Housing Department.

Commissioner Campbell made a motion, seconded by Commissioner Shea to adopt flat rate approach to assist managed authorities with deferred maintenance. The proposed rate is \$55.00 per hour.

Commissioners asked if this effected our staff's earnings. Mr. Marathas explained that this did not all staff working at Hingham or Marshfield Housing Authority continues as their same rate. This is the fee that the other housing authorities are billed for utilizing our staff and further explained this is a benefit to them as hiring outside contracts would charge a higher hourly rate.

Executive Director's Report

Mr. Marathas reported on the following:

- RAD conversion is ongoing and expects this to be complete in twelve to eighteen months. A tremendous amount of work needs to be done in order to move this forward.
- Kevin Kwok has been hired as a new Admissions Clerk.
- A new carpenter has been hired and will start on August 31st.
- A twelve passenger van has been purchased. This will be used to drive our residents to the pharmacy, grocery stores and doctor appointments.
- We have settled with our insurance company on the fire at 22 Quarterdeck Road. We will be rebuilding the two units utilizing in house staff.
- The blood drive was a huge success and we are going to continue to host on site blood drives through the Red Cross.
- New monitors have been set up in the lobbies of our high rise buildings. The monitors update tenants on happenings within the QHA.
- We have extended our closing to the public for another month or until further notice.
- REAC inspections on our federal properties are slated to begin soon.
- WE have been receiving rental payments from Rainbow.
- An emergency management meeting was held with the City and they were pleased with our

process. We have asked for funding for defibrillators for our buildings.

- We will be rolling out our new website on September 1st.
- Kiosks are being installed in our lobbies to enable applicants to apply for housing on line.

There being no further business, Commissioner Campbell made a motion, seconded by Commissioner Shea, to adjourn. The motion passed unanimously and the meeting adjourned at 5:37p.m.

Respectfully submitted,

Terry Champion, Recording Secretary