

**QUINCY HOUSING AUTHORITY  
80 CLAY STREET, QUINCY, MA 02170  
BOARD OF COMMISSIONERS MEETING, JANUARY 20 2021 5:00 P.M.**

A Regular Meeting of the Quincy Housing Authority was duly called and held on Wednesday, January 20, 2021 at 5:00 p.m. via video conference and upon a call of the roll, the following Commissioners were found Present and absent:

Present

Scott Campbell  
Brian Clifford  
Josephine Shea  
Michael Flaherty

Absent

Mary Ann Morris

**Pledge of Allegiance**

The Pledge of Allegiance was led by the Executive Director.

**Approval of Minutes of the December 16, 2020 Regular Board Meeting**

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve the Minutes of the December 16, 2020 Regular Board Meeting. The motion passed unanimously.

**Harborview Residents' Committee, Inc.**

Debbie Rugg was present and spoke to the Board. Ms. Rugg said they are reaching out to residents via zoom and are going to send flyers around. The Facebook page is going to be updated. The PJ event was a success and will be held again. The Chairman thanked Ms. Rugg for her report and participation.

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

Kevin Matta was in attendance this evening and thanked James for the sanitizing that continues during this pandemic.

**Mod/Maintenance**

Commissioner Shea made a motion, seconded by Commissioner Campbell, to award and authorize the Executive Director to enter into a contract with P. Moore Painting & Contracting Co. for the High Cost Rehabilitation at 73 South St. The contract will be in the amount of \$261,000.00. The Bids were opened on December 3, 2020, there were five (5) bidders and P. Moore Painting & Contracting Co. was the low bidder. The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Campbell, to approve a Contract Extension for FM Generator, Inc. to provide Generator Service and Repairs for the Quincy Housing Authority. The contract extension is for sixty (60) days and expiring on March 31, 2021. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to award and Authorize the Executive Director to enter into a contract with Terminal for the Purchase of a New Server and Networking Hardware. The contract will be in the amount of \$19,182.07. The Quotes were opened on January 11, 2021 and Terminal was the only bidder. The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Shea, to award and authorize the Executive Director to enter into a contract with the most qualified Architectural firm for the design and contract administration for the Bathroom Exhaust Fan Replacement at O'Brien Towers. An RFP was prepared and QHA received four (4) Proposals on January 11, 2021. 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 most qualified Engineering firm for the design and contract administration for the Masonry Renovations at O'Brien Towers. An RFP was prepared and QHA received four (4) Proposals on January 11, 2021. The QHA Designer Selection Committee is evaluating the proposals. The motion passed unanimously.

## **Finance**

Commissioner Shea made a motion, seconded by Commissioner Clifford, to approve the FY 2021 budget for the 400-1 programs with Revenue of \$4,677,858, expenses of \$6,325,583 and a subsidy of \$1,889,736. The Executive Director's Salary is \$178,854. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve the FY 2021 budget for the 689-C program with revenue of \$109,452.00 expenses of \$165,602, and a subsidy of 0. The Executive Director's salary is \$178,854. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Clifford, to approve the FY 2021 budget for the MRVP program with a revenue of \$12,000, expenses of \$3,865.00 and a subsidy of \$0.00. The Executive Director's salary is \$178,854. The motion passed unanimously.

## **Support Services/Tenant Services/Leased Housing**

Ms. Crossley reported that the Agency Plan is in process and will be moving forward with the public hearing process.

## **Executive Director's Report**

Mr. Marathas reported on the following:

- The elevator projects at O'Brien Towers is moving forward.
- Flooring is being done at Pagnano Towers common areas.
- Bathroom fan project is ongoing at Tobin Towers.
- Kiosks are in the lobby and are in process of being set up.
- Centralized cameras have been installed throughout all of our properties.
- The fourth Red Cross blood drive was a huge success.
- RAD conversion is ongoing and moving forward.
- New laborer, Richard Myatt has been hired.
- Nine maintenance employees are currently out due to COVID 19.
- Buildings are continually being fogged weekly.
- Vacancies are continually moving forward.
- Common areas as well as office closure will remain until at least March 1<sup>st</sup>.
- DHCD has announced that housing authority employees are able to be vaccinated in Phase II which should be sometime in February.

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 5:31 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary