

**QUINCY HOUSING AUTHORITY  
80 CLAY STREET, QUINCY, MA 02170  
BOARD OF COMMISSIONERS MEETING, FEBRUARY 17, 2021 5:00 P.M.**

A Regular Meeting of the Quincy Housing Authority was duly called and held on Wednesday, February 17, 2021 at 5:00 p.m. via video conference and upon a call of the roll, the following Commissioners were found Present and Absent:

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

**Pledge of Allegiance**

The Pledge of Allegiance was led by the by the Chairman.

**Approval of Minutes of the January 20, 2021 Regular Board Meeting**

Commissioner Clifford made a motion, seconded by Commissioner Shea, to approve the Minutes of the January 20, 2021 Regular Board Meeting. The motion passed unanimously.

**Harborview Residents' Committee, Inc.**

Debbie Rugg was present and spoke to the Board. Ms. Rugg reported that they are still working on setting up Zoom. They are working on an Easter event with Glad Tidings Church to have pictures with the Easter Bunny and other Easter events with social distancing in mind. The Chairman thanked Ms. Rugg for her report.

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

Kevin Matta was in attendance this evening and reported that things are going well.

**Mod/Maintenance**

Commissioner Clifford made a motion, seconded by Commissioner Shea, to void the contract that was awarded to P. Moore Painting & Contracting Co. for the High Cost Rehabilitation at 73 South St. The contract was 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 Campbell made a motion, seconded by Commissioner Shea, to award and authorize the Executive Director to enter into a contract with Zander Corporation for the High Cost Rehabilitation at 73 South St. The contract will be in the amount of \$323,000.00. The Bids were opened on December 3, 2020, there were five (55) bidders and P. Moore Painting & Contracting Co. was the apparent low bidder. P. Moore Painting & Contracting has withdrawn their bid. Zander Corporation was the second low responsible bidder. 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 MDM Engineering Company, Inc. for the Roof Replacement and Exterior Wall Cladding Repairs at Tobin Towers. The contract will be in the amount of \$882,000.00. The Bids were opened on February 3, 2021, there were seven (7) bidders and MDM Engineering was the low bidder. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve the Certificate of Substantial Completion for Pavilion Floors Inc for the Flooring Replacement at Sawyer Towers. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Clifford, to approve the Certificate of Final Completion for Pavilion Floors Inc for the Flooring Replacement at Sawyer Towers and authorize Final payment to them. The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Shea, to approve change Order No. 1 to the contract with Vareika Construction Inc, for the Accessible Unit conversion at O'Brien Towers. Change Order #1 is for the following:

1. Supply and install new windows in the five (5) conversion units.
2. Substitute smoke detectors with strobes and CO2 detection in lieu of the specified smoke detectors as per the request from the Quincy Fire Department.

Change Order #1 will result in an increase of \$11,901.87 to the Contract Price and an increase of 40 calendar days to the Contract time. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to dispose of 2003 Ford F550 Dump Truck VIN#1FDAF57P53ED23000. The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Campbell, to dispose of 2002 Ford E350 Cut Van VIN#1FDSE35L02HA07996. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to purchase three (3) transit vans and one (1) 14ft Box Truck Utility Body truck through the Government Purchase program at Ford Motor Company. The motion passed unanimously.

## **Finance Report**

Mrs. McAuliffe, Director of Finance reported on the following:

- Financials are looking good
- COVID funds have been extended to the end of 2021
- Deep into audits, with one complete and two others in process
- Participation in a Pilot Program with National Grid portal to better track and make payments for all accounts

## **Executive Director's Report**

Mr. Marathas reported on the following:

- Completed installation of new flooring at Pagnano Towers
- Completed Installation of new bath fans at Tobin Towers
- Conducted Tenant Meetings for RAD Conversion of Drohan Apartments and Pagnano Towers
- Updated the Board on the RAD Conversion and Timeline
- Introduced the creation of a New Job Description position of Director of Modernization, Technology, Strategic Planning and Reporting to report directly to Executive Director
- Updated on COVID 19 response and vaccine distribution
- Staff returning to full time in office work on March 1 with offices remaining closed to the public

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 5:51 p.m.

Respectfully submitted,

Colleen M. Whalen