

MINUTES OF THE
QUINCY HOUSING AUTHORITY BOARD MEETING/PUBLIC HEARING

A Regular Meeting of the Quincy Housing Authority was duly called and held on Wednesday, May 19, 2021 at 5:00 p.m. at 80 Clay Street, Quincy, MA 02170 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	
Josephine Shea	
Michael Flaherty	

Approval of Minutes of the April 14, 2021 Regular Board Meeting

Commissioner Campbell made a motion, seconded by Commissioner Shea, to approve the Minutes of the April 14, 2021 Regular Board Meeting. The motion passed unanimously.

Harborview Residents' Committee, Inc.

Richard Wakhweya spoke on behalf of the Harborview Resident's Committee. Mr. Wakhweya said that movie nights will be resuming for the summer months. Grants are being pursued for a playground at West Acres.

Paul Perry presented two awards to Mr. Marathas. One award was made by the Governor's office for going above and beyond. The other was from Congressman Stephen Lynch which was a special congregational award for providing the seniors and the disabled residents with the Covid 19 vaccine.

James thanked the staff for all of their hard work, time, and effort that went into ensuring our residents were able to receive the vaccine.

Residents' Council for Elderly/Disabled Residents of the QHA

Kevin Matta addressed the Board and thanked James for bringing the COVID vaccines to the seniors. Mr. Matta asked the Board if they were able to get involved in day to day business, in which, the Chairman replied the Board's role is to set policy.

Maintenance/Mod

Commissioner Campbell made a motion, seconded by Commissioner Clifford, to approve the Certificate of Completion for JC Floor Covering Company Inc. for the Common Area and Hallway Flooring Replacement at Pagnano Towers and Drohan Apartments and

authorize Final payment to them in the amount of \$6,809.60. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Clifford, to approve the HUD Five Year Action Plan and Authorize the Executive Director to submit the Plan to HUD. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Clifford, to award and authorize the Executive Director to enter into a contract with Almar LLC for the Roof Replacement at Crowley Court, 667-1. The contract will be in the amount of \$272,900.00. The General Bids were opened on April 28, 2021 there were seven (7) bidders and Almar LLC was the low 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 Clear Choice Technical Services, LLC for the Photocopier Service & Repairs. An RFP was prepared and submitted to three (3) bidders. The Quotes were due by May 7, 2021 and we received bids from two (2) bidders and Clear Choice Technical Services, LLC was the low bidder. The contract will be for a two year period commencing on June 1, 2021. 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 Best Automatic Sprinkler Corp. for the Fire Pump Repairs at O'Brien Towers. The contract will be in the amount of \$9,426.56. An RFP was prepared and submitted to three (3) bidders. The Quotes were due by May 6, 2021 and Best Automatic Sprinkler Corp. was the only 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 Reeds Ferry Small Buildings, Inc. for three (3) Gazebos, one for the playground at Doane St., one for the playground at Taffrail Road and one for the Rotary at Palmer St. The contract will be in the amount of \$25,800.00. The Bids were opened on May 3, 2021 there were three (3) bidders and Reeds Ferry Small Buildings, Inc. was the low Bidder. 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 Associated Elevator Companies, Inc. for the Elevator Modernization at Tobin Towers, 667-4. The contract will be in the amount of \$694,404.00. The General Bids were opened on May 5, 2021

there were three (3) bidders and Associated Elevator Companies, Inc. was the low Bidder. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Clifford, to award and authorize the Executive Director to enter into a contract with Best Automatic Sprinkler Corp. for the Emergency OS&Y Valve Replacement at O'Brien Towers. The contract will be in the amount of \$11,152.00. 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 Home Depot for the Installation of Solar Blinds at Tobin Towers. The contract will be in the amount of \$7,538.94. An RFP was prepared and submitted to three (3) bidders. The Quotes were due by May 10, 2021 and Home Depot was the low bidder. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Clifford, to award and authorize the Executive Director to enter into a contract with Apollo Ceilings, Inc. for the Replacement of the First Floor Ceiling at Pagnano Towers. The contract will be in the amount of \$5,900.00. An RFP was prepared and submitted to three (3) bidders. The Quotes were due by May 7, 2021 and Apollo Ceilings, Inc. was the only 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 Old Colony Masons for the Compactor Room Flooring Replacement at Sawyer Towers. The contract will be in the amount of \$4,000.00. An RFP was prepared and submitted to three (3) bidders. The Quotes were due by May 5, 2021 and Old Colony Masons 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 Action, Inc. Energy Services to Furnish and Install new Turbo Max Water Heaters and Lochinvar Boilers at Drohan Apartments. The project has an estimated cost of \$50,000.00 and will be at no cost to the Authority under the National Grid's Low Income Multi-Family Retrofit program. The motion passed unanimously.

Finance/Leased Housing

Ms. McAuliffe reported that the financial statements are strong. We are nine months into the year, and all programs are making money.

This week the QHA was notified that it will be the recipient of 24 emergency housing vouchers as a part of a HUD program to provide short term aid to those impacted by COVID. After the assistance period has expired the family is expected to either qualify for another program or return to self-sufficiency.

Executive Director's Report

Mr. Marathas reported on the following:

- Adult day care at O'Brien Towers will begin June 1st.
- Elevator upgrade at O'Brien Towers. One elevator is completed, the second one is in construction.
- Elevator upgrade at Pagnano Towers. One elevator is completed, the second one is in construction.
- A new Director of Planning, Modernization & Technology has been hired.
- The Assistant Executive Director position has been advertised.
- Judy Morris has been promoted to Support Services Supervisor.
- Abigail Deane has been promoted from Maintenance Clerk to Receptionist. Abigail has been working for us under the Youth Works Program.
- A new laborer has been hired.
- An open house was held with Quincy College.
- Beginning of Y classes is all buildings.
- The QHA bus is up and running and providing transportation for residents to local supermarkets and pharmacies.
- Steve Marsters was able to negotiate a gas line to O'Brien Towers. In the future, we may be able to provide gas for our hot water tanks.
- Air conditionings is being installed on the 12th floor community room at Tobin Towers.
- Administrative offices will open on June 1st on Monday, Wednesday and Fridays. We will remain closed to the public on Tuesday and Thursdays but will be working.

The Chairman opened up the meeting to the public

Rose Cameron spoke about her flowers being weed wacked. Mr. Marathas said he would speak to the maintenance department.

Another resident mentioned the alarm going off in the laundry room at Snug Harbor Court. Mr. Marathas said he would have maintenance take a look at the problem.

There being no further business, Commissioner Shea made a motion, seconded by Commissioner Clifford. The motion passed unanimously and the meeting adjourned at 5:57 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary