

**MINUTES OF THE
QUINCY HOUSING AUTHORITY BOARD MEETING**

A Regular Meeting of the Quincy Housing Authority was duly called and held on Wednesday, June 16, 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:

Present

Josephine Shea

Brian Clifford

Michael Flaherty

Absent

Scott Campbell

Pledge of Allegiance

The Pledge of Allegiance was led by the Executive Director.

Approval of Minutes of the May 19, 2021 Regular Board Meeting

Commissioner Shea made a motion, seconded by Commissioner Clifford, to approve the Minutes of the May 19, 2021 Regular Board Meeting. The motion passed unanimously.

Harborview Residents' Committee, Inc.

There was no one here this evening from HRCI.

Residents' Council for Elderly/Disabled Residents of the QHA

Kevin Matta spoke on behalf of the Residents Council stating all is going well.

Maintenance/Mod

Commissioner Clifford made a motion, seconded by Commissioner Shea, to void the award of a contract with Clear Choice Technical Services, LLC for the Photocopier Service & Repairs. Clear Choice Technical Services, LLC was the apparent low bidder and was awarded the contract at the May 19, 2021 Board meeting, when they received the contract they realized that their pricing was quoted as monthly instead of annually. The new quote made them the high 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 Copyfax Business Systems, Inc. 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 Copyfax Business Solutions, Inc. was the low bidder after the apparent low

bidder revised their quote. 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 Action, Inc. Energy Services for the Air Sealing, Weatherization and Energy Lighting at Sawyer Towers, O'Brien Towers, Tobin Towers, Pagnano Towers and Drohan Apartments. The project has an estimated cost of \$38,000.00 and will be at no cost to the Authority under the National Grid's Low Income Multi-Family Retrofit program. . The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Clifford, to award and authorize the Executive Director to enter into a contract with the Lowest Responsible Bidder for the Bathroom Exhaust Fan Replacement at O'Brien Towers. The Filed Sub-Bids were opened on June 10, 2021. The General Bids will be opened on June 17, 2021. . The motion passed unanimously.

Commissioner Clifford made a motion, seconded by Commissioner Shea, to authorize the Executive Director to submit a Rental Assistance Demonstration (RAD) Application to HUD to convert O'Brien Towers and Pagnano Towers from a Public Housing Platform to a Section 8 Platform. The motion passed unanimously.

Finance/Leased Housing

Ms. McAuliffe reported on the following:

- The financial statements remain strong ten months into the year, all programs are making money.
- Continue to work with Carolyn on SHERPA, the reimbursement application for residents in arrears on rent due to COVID.
- Tobin Towers Farm Stand will open for the season on Father's Day June 20th, 8:30 a.m. to noon each Sunday.
- Snug Harbor Farm Stand will be opening on Thursday, June 17th, and then Tuesdays from 9:00 a.m. to 2:00 p.m.

Executive Director's Report

Mr. Marathas reported on the following:

- A new Assistant Director has been hired and will start on August 2, 2021. Laura Taylor brings a wealth of knowledge with her from DHCD.
- Installation of a new gas line for O'Brien Towers has been completed.
- Installation of new HVAC unit at Tobin Towers, O'Brien Towers, Sawyer Towers and Pagnano elevator rooms.
- Replacement of mail valves on water park due to freeze up during winter months...
- Interviews are scheduled for a new laborer position.
- Conducted presentation to O'Brien Towers residents for RAD conversion.

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 5:30 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary