

MINUTES OF THE
QUINCY HOUSING AUTHORITY BOARD MEETING

A Regular Meeting of the Quincy Housing Authority was duly called and held on Wednesday, November 17, 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

Scott Campbell
Josephine Shea
Michael Flaherty

Absent

Brian Clifford

Pledge of Allegiance

The Pledge of Allegiance was led by the Executive Director.

Approval of Minutes of the October 20, 2021, Regular Board Meeting

Commissioner Campbell made a motion, seconded by Commissioner Flaherty, to approve the October 20, 2021, Regular Board Meeting Minutes. The motion passed unanimously.

Harborview Residents' Committee, Inc.

There was no one present this evening to report to the Board.

Residents' Council for Elderly/Disabled Residents of the QHA

Kevin Matta reported to the Board that all staff was on site and available to the tenants following the roof being blown off of O'Brien Towers.

Maintenance/Mod

Commissioner Campbell made a motion, seconded by Commissioner Shea, to award and authorize the Executive Director to enter a contract with Cacciatore Bros., Inc. for the Walkway Renovations at the Riverview development. An RFQ was prepared, and bids were solicited. The Bids were opened on October 27, 2021, and we received bids from five (5) bidders and Cacciatore Bros., Inc. was the low bidder (See attached Quote Tabulation). The contract will be in the amount of \$46,000.00. The source of funding for this contract is HUD Capital Funds. The motion passed unanimously.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to award and authorize the Executive Director to enter a contract with Damazio Builders, Inc. for the Encapsulating Lead Paint on Exterior Metal Railings at the Snug Harbor, 200-1. The Plans and Specifications were prepared by the BSC Group. The Bids were opened on

October 28, 2021, and we received bids from two (2) bidders and Damazio Builders, Inc. was the low bidder The contract will be in the amount of \$87,000.00. The source of funding for this contract is DHCD Compliance Reserve Funds. The motion passed unanimously.

The following motion was tabled and will be addressed at a future date:

Motion to Approve the Certificate of Substantial Completion for Contracting Specialists, Inc. for the Exterior Balcony Renovations.at O'Brien Towers.

Finance

Ms. McAuliffe reported to the Board that the September 2021 year to date financials were attached for the board's review. The pro-rata budget numbers are still last years, so the variances are not entirely accurate.

The State budget is in process. We are still waiting for a couple of key components for the budget that DHCD has not finalized yet but the remaining items are falling into place. Because DHCD is still working on some components, the budget submission deadline has been softened. The September quarterlies have been submitted.

Leased Housing

Leased Housing is working closely with its referring partners in the greater Quincy Continuum of Care, and is leasing up its first Emergency Housing Voucher mid-November. This is a one-time issuance of a voucher and QHA received 25 vouchers.

Executive Director's Report

Mr. Marathas reported on the following:

- Submit to City of Quincy CPA for reimbursement for Gazebo purchase.
- Training of all staff on lobby kiosks.
- Meeting with Architect and Gibson roofing over roof damage.
- Meeting with all tenants from O'Brien Towers for RAD Conversion Q& A.
- Meeting with all tenants from Pagnano Towers for RAD Conversion Q & A.
- Transfer all tenants back to O'Brien Towers from roof damage.
- Installation of temporary roof at O'Brien Towers.
- Connection and wiring of all new HVAC equipment on 12th floor of Tobin Towers.
- Meeting with tenant over traffic concerns in Snub Harbor.
- Renovation of three floors of balconies at O'Brien Towers, project completed.

- Submit reimbursement of roof insulation to National Grid from roofing projects.
- Hiring of permanent plumber, additional position to the budget.
- SHERA Meeting with tenants to assist in application on past due rent.

The annual Germantown tree lighting is scheduled for December 9th. The Senior Christmas parties are being scheduled. There will be entertainment, presents, and prizes for the residents.

Commissioner Shea made a motion, seconded by Commissioner Campbell, to adjourn to Executive Session for Purpose 2, to discuss Executive Director Contract Extension returning to Open Session. The vote was as follows: Commissioner Campbell, yes; Commissioner Shea, yes; Commissioner Flaherty, yes. The motion passed unanimously, and the meeting adjourned to Executive Session.

The meeting returned to open session at 5:52 p.m.

The Chairman announced that the following vote was made in Executive Session:

Commissioner Campbell made a motion, seconded by Commissioner Shea to extend the current Executive Director's contract with James Marathas for a period of five years. The agreement will be effective when DHCD approves this Agreement in writing or July 1, 2022, which ever date is later. This agreement will be in effect from the effective date until June 30, 2027. The vote was as follows: Commissioner Shea, yes; Commissioner Campbell, yes and Commissioner Flaherty, yes. The motion passed unanimously.

Commissioner Campbell made a motion, seconded by Commissioner Shea, to adjourn. The motion passed unanimously, and the meeting adjourned at 5:54 p.m.

Respectfully submitted,

Terry Champion
Recording Secretary

