

MINUTES OF MEETING  
MARSHFIELD HOUSING AUTHORITY  
March 4, 2019

Meeting called to order at 5:37 p.m. Members present: John Daley, Kevin Cantwell, Kerry Richardson, and Paul Chiavaroli Member absent: none. Also present: Jennifer Russell, Executive Director.

Residents present: Frank LaChimia, Ralph Coates

Resident Concerns: missing numbers on new building doors

Staff Reports

-Bills – Motion to approve February 2019 bill payments numbered 12443 – 12503 with two electronic transfers in the amount of \$48,963.40 made by John Daley and seconded by Kerry Richardson. All members in favor.

-Accountant – Motion to approve January 2019 financial reports made by John Daley and seconded by Kevin Cantwell. Motion passed unanimously.

1. Motion made by John Daley write off vacated tenant balances of tenant ID 40 in the amount of \$613.00 and tenant ID 76 in the amount of \$206.00. Motion seconded by Kevin Cantwell. Motion passed unanimously.

2. Motion made by Kevin Cantwell to approve FISH 171059 change order #2 in the amount of \$840.00 to include new interior trim around doors made by Kevin Cantwell. Motion seconded by John Daley. Vote was unanimous.

3. Motion to award of trash pick contract to the low bidder, Republic Services made by John Daley and seconded by Paul Chiavaroli. Motion passed unanimously.

4. Motion made by John Daley to approve Rent Collection Policy as amended. Kerry Richardson seconded motion. Vote was unanimous.

5. Motion to approve meeting minutes of February 4, 2019 as amended made by John Daley and seconded by Paul Chiavaroli. All members in favor.

6. Motion to adjourn at 6:35 p.m. by John Daley and seconded by Kerry Richardson. Pass unanimously.

7. Next meeting date is April 1, 2019.

Respectfully submitted,

Jennifer Russell, Executive Director