

MINUTES OF MEETING
MARSHFIELD HOUSING AUTHORITY
June 3, 2019

Meeting called to order at 5:22 p.m. Members present: John Daley, Kevin Cantwell, and Paul Chiavaroli, Kerry Richardson. Members absent: none. Also present: Jennifer Russell, Executive Director.

Residents present: Frank LaChimia, Ralph Coates

Resident Concerns:

Staff Reports

-Bills – Motion to approve May 2019 bill payments numbered 12635 – 12685 with two electronic transfers in the amount of \$60,262.44 made by Kevin Cantwell and seconded by Paul Chiavaroli. All members in favor.

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

1. Kevin Cantwell made a motion to write off vacated tenant rent balances for ID # 13 in the amount of \$519.00 and ID #80 in the amount of \$884.00. John Daley seconded the motion. Pass unanimously.
2. John Daley made a motion to approve FISH 171063 Tea Rock Community Building Window Replacement Final Completion in the amount of \$447.50. Motion was seconded by Kevin Cantwell. Vote was unanimous.
3. John Daley made a motion to approve adding scattered site window replacement to FY 2020 CIP in the amount of \$9,459.00. Motion seconded by Kevin Cantwell. Vote was unanimous.
4. Motion to approve meeting minutes of May 13, 2019 made by John Daley and seconded by Paul Chiavaroli. All members in favor.
5. Motion to enter into Executive Session by Kevin Cantwell at 5:43 p.m. seconded by John Daley. Roll call vote 4 in favor, 0 opposed.
6. Motion to close Executive Session at 5:52 p.m. made by Kevin Cantwell and seconded by John Daley. Roll call vote 4 in favor, 0 opposed.
7. Motion to adjourn meeting made by Kevin Cantwell and seconded by John Daley at 5:52 p.m. Pass unanimously.

8. Next meeting July 1, 2019 at 5:00 p.m.

Respectfully submitted,

Jennifer Russell
Executive Director