

MARSHFIELD HOUSING AUTHORITY

12 Tea Rock Gardens, Marshfield, MA 02050

BOARD OF COMMISSIONERS MEETING, February 4, 2021 5:30 P.M.

A Regular Meeting of the Marshfield Housing Authority was duly called and held on Monday, February 4, 2021 via gotomeeting.com/teleconference and upon a call of the roll, the following Officers were found present and absent:

Present

John Daley
Kevin Cantwell
Dirk Roderick
Kerry Richardson

Absent

Paul Chiavaroli

Approval the minutes from the January 4, 2021 Regular Board Meeting.

Commissioner Cantwell made a motion, seconded by Commissioner Roderick, to approve the minutes from the January 4, 2021 Regular Board Meeting. The vote was as follows:

Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; and Commissioner Daley, yes.

Commissioner Cantwell made a motion, seconded by Commissioner Roderick to award and authorize the Executive Director to enter into a contract with the lowest responsible bidder for the exterior door replacement at Tea Rock Gardens. The bids will be opened on January 28, 2021. The source of funding for this project is DHCD Formula Funds. The vote was as follows: Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; and Commissioner Daley, yes.

Commissioner Richardson made a motion, seconded by Commissioner Cantwell, to approve the Accounts Payable and the Payments as presented. The vote was as follows: Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; and Commissioner Daley, yes.

Executive Director's Report

Mr. Marathas reported on the following:

Grace Ryder boiler and hot water system replacement completed.

Painting in progress in common area hallways (all front entry way areas are completed, rear entrances remain in progress, two completed)

One tenant has been transferred through the MRVP program.

Waste pipe replacement project is completed.

New computers installed at new office location in preparation of office move.

New Marshfield Housing Authority logo has been installed on truck.

One maintenance man has been out due to COVID and is expected to return Monday.

Properties continue to be sanitized each day by all staff, including Saturday mornings.

Community Room opening and administrative offices delayed until April of 2021 due to COVID 19 concerns.

Heavy fogging treatment scheduled for all common areas and entry ways of all properties.

One vacancy in the congregate property.

Office relocation has begun.

Commissioner Richardson has some concerns with the annual plan. Staff took note of Commissioner Richardson's suggested changes and said the edits would be made.

There being no further business, Commissioner Richardson made a motion, seconded by Commissioner Cantwell to adjourn. The vote was as follows: Commissioner Cantwell, yes; Commissioner Richardson, yes; Commissioner Roderick, yes; and Commissioner Daley, yes.

Commissioner Richardson asked if staff was bonded. Ms. McAuliffe said that at this time they are not bonded, however, would be able to obtain quotes if the Board desired.

Both Mr. Marathas and Ms. McAuliffe said that the Agency has many safe guards in place but said she would get quotes on the bonding of staff.

The meeting adjourned at 6:07 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary

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The meeting adjourned at 6:04 p.m.