

**MARSHFIELD HOUSING AUTHORITY
GRACE RYDER COMMUNITY ROOM
17 TEA ROCK GARDENS
MARSHFIELD, MA 02050
BOARD OF COMMISSIONERS MEETING, OCTOBER 3, 2022, 5:00PM**

A Regular Meeting of the Marshfield Housing Authority was duly called and held on Monday, October 3, 2022, at 5:00 p.m. and upon a call of the roll, the following Commissioners were found Present and Absent:

Present

John Daley

Helen Bennett

Cecilia Delgadillo

Kerry Richardson

Absent

Kevin Cantwell

Approval of Minutes of the September 12, 2022, Regular Board Meeting

Commissioner Richardson made a motion, seconded by Commissioner Bennett, to approve the Minutes of the May 2, 2022, Regular Board Meeting. The motion passed, with Commissioner Daley abstaining.

Motion to Approve the Accounts Payable and Payments

Commissioner Richardson made a motion, seconded by Commissioner Bennett, to approve the accounts payables for \$179,303.63, checks #14851-14874. The motion passed unanimously.

Commissioner Bennett made a motion, seconded by Commissioner Delgadillo, to award and authorize the Executive Director to enter into a contract with J & I Construction, Inc. for the Roof Replacement at Tea Rock Gardens, 705-3 Family Housing Development. The Plans and Specifications were prepared by Strekalovsky Architecture, Inc. The Bids were opened on September 9, 2022, and we received bids from twelve (12) bidders and J & I Construction was the low bidder (See attached Bid Tabulation) The contract will include Alternate # 1 which adds Buildings #28 and #29 to the contract, this brings the total contract amount to \$40,998.00. Strekalovsky's letter of recommendation is attached. The source of funding for this contract is DHCD Formula Funding. The motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Bennett to approve the Certificate of Substantial Completion (CSC) to the contract with Zander Corporation for the Windows, Siding and Roofing, Replacement at 30 Old Colony. The date established for Substantial Completion is September 9, 2022. The motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Delgadillo to award and Authorize the Executive Director to enter into a contract with the lowest responsible bidder for the Chimney Top Rebuild at Tea Rock Gardens, 667-1. The Specification were prepared in-house by RCAT South-East. and placed out to bid, the bids are due on September 28, 2022. The source of funding for this contract is DHCD Formula Funding. The motion passed unanimously.

Tenant Association

The Association reported that the amended budgets for FY 22 and FY 23 have been submitted to the Housing Authority. There is still need for a secretary. The Association asked for the MHA to provide transportation for the tenants to attend the Town Meeting where the request for funding for the generator projects will be discussed. The meeting is October 17, 2022, 7:00pm-10:30pm at the Marshfield High School. The Board approved this request. Mr. Marathas will provide transportation.

Finance Report

Mr. Marathas reported that finances are in good standing, and we are early into the fiscal year. The budget shows a small loss based on less utility use last year, so budget for utilities is less.

Executive Director's Report

Mr. Marathas reported on the following:

- Exterior deck power washing and repairs are just about completed and look great
- Mr. Marathas has a meeting with the tenants' association regarding parking and communication
- Installation of the requested visitor parking sign completed
- Mr. Marathas has contacted DHCD to request expediting septic tie in for Tea Rock Gardens project and replacement of Grace Ryder septic. Mr. Marathas reports that the Tea Rock Gardens project will be easier than originally thought.
- Major plumbing repairs are needed at 4 Harlow, a project has been submitted to DHCD.
- Flu clinic will be October 20th
- A COVID shot is being scheduled for November

There being no further business, Commissioner Bennett made a motion, seconded by Commissioner Delgadillo to adjourn. The motion passed unanimously, and the meeting adjourned at 5:30 p.m.

Respectfully submitted,

Colleen M. Whalen
Assistant Executive Director