

MARSHFIELD HOUSING AUTHORITY

17 TEA ROCK GARDENS

MARSHFIELD, MA

August 1, 2023, at 5:00 p.m.

Revised AGENDA

1. Roll Call
2. Pledge of Allegiance
3. Tenant's Association

Swearing in of Tenant Association Officers

Helen Bennett, President

John Murray, Vice President

Patti Danner, Treasurer

Dotty Wulf, Secretary

Sandy Murphy, Alternate

Val LaVallee, Alternate

Election of Officers /Board of Commissioners/Marshfield Housing Authority

- a. Election of Chair
 - b. Election of Vice Chair
 - c. Election of Treasurer
4. Recommendation and Appointment of Board Member to the Community Preservation Committee
 5. Motion to approve the Minutes from the May 2, 2023, Regular Board Meeting
 6. Motion to approve the Accounts Payables and the Payments
 7. Motion to approve and authorize the Executive Director to execute a contract with John Murphy Electrical Construction and Engineering, Inc. in the amount of \$23,250.00 for Design and Engineering services for the installation of Emergency Generators at Tea Rock Gardens 667-01 Development and Grace Ryder 667-02 Development. A work order was prepared by Executive Office of Housing & Livable Communities (EOHLC) and John Murphy Jr. Electrical Construction & Engineering, Inc. was assigned the project under the EOHLC "House Doctor" program (see the attached work order and fee proposal).

8. Motion to Approve Fee Amendment # 2 to the Contract with GCG Associates Inc. for DHCD Project #171095: 667-1 and 667-2 Septic System Replacement. This Fee Amendment is for additional Design services required due to the discovery of failure of the Leaching Field at 667-2, Grace Ryder development. This amendment will result in an increase of \$14,860.00 to the contract.
9. Motion to authorize the Executive Director to enter into a contract with Community Energy Services for the energy efficiency updates at Tea Rock Gardens for \$144,896.60 with no cost to the MHA. This is a grant through Lean Multi Family Programs.
10. Motion to approve year end financial reports as presented.
11. Motion to write off \$26,622 vacated Accounts Receivable balances for tenants vacated over 90 days as follows:

MHA Tenant Write Offs – Vacated Tenants as of 6/30/2023

| | |
|------------------------|----------|
| 667-1 Tea Rock Gardens | \$14,687 |
| 667-2 Grace Ryder | \$ 9,862 |
| 689 Program | \$ 0 |
| 705-3 Family | \$2,073 |
| 705-Scattered Families | \$ 0 |

12. Adjournment