

THE REGULAR MEETING OF THE MALDEN HOUSING AUTHORITY

The regular meeting of the Malden Housing Authority (MHA) was held on March 12, 2024, at 8:30 AM at the office of the Authority, 630 Salem Street, Malden, MA 02148. With Commissioners attending remotely, all votes are by roll call.

COMMISSIONERS ATTENDING: William P. Hurley, Acting Chair, and Karin H. Nystrom

COMMISSIONERS ATTENDING REMOTELY: Joan M. Chiasson, and Mark A. Lawhorne

MHA STAFF: Stephen G. Finn, Barbara A. Hooley and Thomas P. Callaghan Jr

MHA STAFF ATTENDING REMOTELY: Edward J. Fahey

1. APPROVAL OF MINUTES

The Board reviewed the minutes of 2-27-24.

After due discussion and upon motion duly made by Karin H. Nystrom and seconded by Joan M. Chiasson, it was unanimously:

VOTED: To approve the minutes of the 2-27-24 Board Meeting.

Ayes: William P. Hurley, Joan M. Chiasson, Mark A. Lawhorne and Karin H. Nystrom

Nays: None

2. APPROVAL OF THE BILLS AND SIGNING OF CHECKS-

A.) The Board perused the Section 8 and MRVP Rent Payment Register for the month of February 2024 totaling \$1,579,522.77.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Mark A. Lawhorne, it was unanimously:

VOTED: To approve the bills and signing of checks for Section 8 and MRVP for February, 2024.

Ayes: William P. Hurley, Joan M. Chiasson, Mark A. Lawhorne and Karin H. Nystrom

Nays: None

B.) The Board studied the Revolving Fund Payment Register for the month of February, 2024 totaling \$1,340,893.63

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Karin H. Nystrom, it was unanimously:

VOTED: To approve the bills and signing of checks for the Revolving Fund for February, 2024.

Ayes: William P. Hurley, Joan M. Chiasson, Mark A. Lawhorne and Karin H. Nystrom

Nays: None

3. FINANCIAL MATTERS

A. MYSTIC VALLEY ELDER SERVICES--(MVES)--Invoice

The Board examined an invoice dated 2/16/24 in the amount of \$16,355.12 from MVES for the provision of onsite Resident Service Coordinator Services at AMP's 2,4,5 and 6 for the month of January 2024 with cost to be paid by AMP's served.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Mark A. Lawhorne, it was unanimously:

VOTED: To approve and authorize payment of an invoice from MVES in the amount of \$16,355.12 with cost to be paid by the AMP's served.

Ayes: Joan M. Chiasson, William P. Hurley, Mark A. Lawhorne and Karin H. Nystrom

Nays: None

B. MARCUM-Invoice

The Board reviewed an invoice dated 2/29/24 in the amount of \$5,800.00 from Marcum for 50% of the work completed on MHA's FY2023 Audit with payment as determined by the Finance Director.

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Karin H. Nystrom, it was unanimously:

VOTED: To approve payment of an invoice from Marcum for work completed on MHA's FY2023 Audit in the sum of \$5,800.00 with payment as determined by the Finance Director.

Ayes: Joan M. Chiasson, William P. Hurley, Mark A. Lawhorne and Karin H. Nystrom

Nays: None

C. UNICORN

The Board analyzed a Compromise and Settlement Agreement and Release of Claims with payment to MHA in the amount for \$36,500.00 with Unicorn in settlement of the 120 Mountain Ave 2ND Floor Repair Project and authorization for the Executive Director to sign same with the credit designated for the Capital Fund or as otherwise directed by MHA's Fee Accountant when received.

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Joan M. Chiasson, it was unanimously:

VOTED: To approve of Compromise and Settlement Agreement and Release of Claims in the amount for \$36,500.00 with Unicorn in settlement of the 120 Mountain Ave 2ND Floor Repair Project and authorize the Executive Director to sign same with the credit designated for the Capital Fund or as otherwise directed by MHA's Fee Accountant when received.

Ayes: William P. Hurley, Joan M. Chiasson, Mark A. Lawhorne and Karin H. Nystrom

Nays: None

D. MALDEN POLICE- INVOICES (2)

The Board evaluated two (2) invoices from the Malden Police with payments to be allocated to the AMP's served as follows:

Date	Invoice #	Amount
2/28/24	31142	\$2,622.72
3/5/24	31158	\$983.52
		\$3,606.24

After due discussion and upon motion duly made by Karin H. Nystrom and seconded by Joan M. Chiasson, it was unanimously:

VOTED: To approve and authorize payment of two (2) invoices as detailed above from the Malden Police Department with a total cost of \$3,606.24 for detail coverage at various MHA developments with cost to be allocated to the AMP's served.

Ayes: Joan M. Chiasson, William P. Hurley, Mark A. Lawhorne, and
Karin H. Nystrom

Nays: None

E. TALTY FLOORS INC---RESOLUTION 2024-02

The Executive Director requested approval to award a Bid in the amount of \$16,175.00 to Talty Floors Inc. for the 14 Clement Street flooring replacement project and authorization for the Executive Director to sign a contract in the amount as noted above and pay cost on same through CapHub.

After due discussion and upon motion duly made by Mark A. Lawhorne and seconded by Karin H. Nystrom, it was unanimously:

VOTED: Be it resolved, to approve and authorize Executive Director to award a bid in the amount of \$16,175.00 to Talty Floors for the 14 Clement Street flooring replacement project and to sign a contract in the amount as noted above with the company and pay cost on same through CapHub.

Ayes: Joan M. Chiasson, William P. Hurley, Mark A. Lawhorne and Karin H. Nystrom

Nays: None

4. POLICIES AND CONTRACTS

- a) The Board considered Adoption of Revisions to both MHA's Admissions and Continued Occupancy Policy (ACOP) and Section 8 HCV Administrative Plan to adopt all required and programmatically identical discretionary HOTMA and all NSPIRE revisions contained in each current version of Nan McKay's Model ACOP and Section 8 HCV Administrative Plan with the most material revisions made to Chapters 3, 6, 7, 8 and 13 of MHA's ACOP and Chapters 3, 6, 7, 8 and 12 of MHA's Administrative Plan with respective Implementation Dates to be the date of Board Adoption of each policy.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Mark A. Lawhorne, it was unanimously:

VOTED: To table action on the adoption of revisions to both MHA's ACOP and Section 8 HCV Administrative Plan to next Board Meeting.

Ayes: Joan M. Chiasson, William P. Hurley, Mark A. Lawhorne, and
Karin H. Nystrom

Nays: None

5. **REVIEW OF CHARITABLE REQUESTS** **Malden Youth Baseball**

- a) The Board considered a request from Malden Youth Baseball for a donation for the upcoming 2024 season.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Karin H. Nystrom, it was unanimously:

VOTED: To approve and authorize a donation to Malden Youth Baseball in the amount of \$150.00.

Ayes: Joan M. Chiasson, William P. Hurley, Mark A. Lawhorne, and Karin H. Nystrom

Nays: None

6. **CORRESPONDENCE, PUBLICATIONS AND COMMUNICATIONS:**

- a) NAHRO NEWS
b) PHADA ADVOCATE- 2/21/24
c) PHADA ADVOCATE- 3/6/24

7. **REVIEW OF APPROVED FOR PAYMENT CAPITAL INVOICES, REQUISITIONS FOR PAYMENT AND ALL OTHER APPLICABLE PROJECT DOCUMENTATION (EDIFICATION ONLY)**

- a) Invoice dated 2/22/24 in the amount of \$88,635.66 from National Grid for Master Meter Project-275 Newland Street with cost to be paid by the CFP.
- b) BDO PHA Finance from Nuts and Bolts of HUD Accounting Training in Nashville, TN in the amount of \$5,096.00 for the Finance Director and Finance Manager inclusive of all eligible travel and attendance cost and reimbursement with cost to be paid by the COCC.
- c) Onsite US Inspection Group NSPIRE Maintenance and PH Administrative staff 2 Day Training in the amount of \$8,900.00 for up to 40 attendees on July 23rd and 24th, 2024 at the Linden Community Building with cost paid as determined by the Finance Director.
- d) Invoice from Socotec in the amount of \$750.00 for Mountain Ave 2nd Floor Repair Project paid by the CFP.

8. **REVIEW OF APPROVED TRAINING AND CONFERENCE OFFERINGS**

- a) 2024 NERC/NAHRO Annual Conference and Exhibition
Omni Hotel, Mount Washington, NH June 16th through 19th 2024

9. OPEN DISCUSSION

- a) The Board confirmed the final dates of Board Meetings Through June, 2024.
- b) The Executive Director reviewed the HUD FY2024 Public Housing High Performance List designating MHA as a Public Housing High Performer.
- c) The Executive Director informed the Board of the Mass Nahro Legislative Day at the State House on Wednesday, April 24, 2024.

ADJOURNMENT

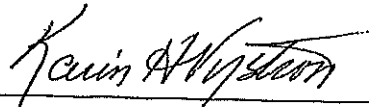
After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Karin H. Nystrom, it was unanimously:

VOTED: To Adjourn

Ayes: Joan M. Chiasson, William P. Hurley, Mark A. Lawhorne and Karin H. Nystrom

Nays: None

Adjourned at 9:20 AM


Karin H. Nystrom, Secretary