

MINUTES OF THE
HINGHAM HOUSING AUTHORITY BOARD METING

A Regular Meeting of the Hingham Housing Authority was duly called and held on Tuesday, February 11, 2020 at 5:30 p.m., 30 Thaxter Street, Hingham, MA and upon a call of the roll, the following Officers were found present and absent:

<u>Present</u>	<u>Absent</u>
Janine Suchecki	None
James Watson	
Megan Buhr	
Irma Lauter	
Gregory O'Meara	

Also present were: James Marathas, Executive Director; Terry Champion, Recording Secretary, as well as members of the public

Pledge of Allegiance

The Pledge of Allegiance was led by the Executive Director

Reading and Consideration of the Minutes from the January 22, 2020 Regular Board Meeting

Commissioner Lauter made a motion, seconded by Commissioner Watson, to approve the minutes from the January 22, 2020 Regular Board Meeting. The motion passed unanimously.

Report from Tenants Association

The Treasurer was present but did not have a report to convey to the Board. After a brief discussion, it was determined that there is no formal tenant association for the HHA. Mr. Marathas said that Assistant Director Carolyn Crossley will work with the tenants on forming a tenant association. In doing so, the tenants will receiving some funding from DHCD.

Executive Director's Report

Mr. Marathas said he will be holding a coffee hour from 9 to 10 on the last Thursday of each month to meet with the tenants.

The Hingham Housing Authority is the monitoring agent for an affordable housing unit that is currently in foreclosure. The HHA will interview the prospective new buyer for this unit.

Some residents of the veterans' home are having difficulty receiving their mail,. Mr. Marathas is working with the veterans' agent to lobby the post office, on behalf of the tenants, to try and get each tenant their own individual mail box.

Mr. Marathas is working on HHA identity and logo and will be order staff uniforms.

Mr. Marathas sent a letter to tenants to address concerns regarding the new management agreement.

A plumber has been working on site to repair main water service as well as numerous faucets, toilets and outstanding plumbing work orders.

The floor installer has installed two new units of flooring and the painter has completed three units.

Mr. Marathas explained that he is asking for a motion for the office hours to be consistent with the maintenance office hours. The new office hours would be Monday through Thursday 8:30 a.m. to 3:30 p.m. Chairman O'Meara had some issues with these being called Office Hours as there is a staff person present on Fridays. The office hours were briefly discussed and then the motion was voted.

Commissioner Lauter made a motion, seconded by Commissioner Buhr, to approve the modification of the office hours to coincide with the maintenance hours. The motion passed unanimously.

Mr. Marathas explained the need for the Capital Improvement Plan to be voted, however, stressed that as the needs of the Authority change, this would need to be modified from time to time through the five year tenure and would be brought back to the Board for approval.

Commissioner Suchecki made a motion, seconded by Commissioner Lauter, to approve the FY 21 Capital Improvement Plan and authorize the Executive Director to submit the CIP to DHCD for approval. The CIP will provide modernization funding for the five year period starting with FY21 and ending with FY25. The motion passed unanimously.

Commissioner Lauter made a motion, seconded by Commissioner Buhr, to approve the Hingham housing Authority Operating Budget for Program 689-1 for the fiscal year ending 6/30/2020 showing total revenue of \$46,586(acct no 3000) and total expenses of \$47,148 (account no. 4000) thereby requesting a subsidy of \$0 (acct.3801) and further that the Executive Director's total annual salary of \$97,804 for fiscal year ended 6/30/2020 to be submitted to the Department of Housing and Community Development for its review and approval. The motion passed unanimously.

Commissioner Suchecki made a motion, seconded by Commissioner Lauter to approve the Hingham Housing Authority Operating Budget for Program 400-1 for the fiscal year ending 6/30/2020 showing total revenue of \$524,685 (acct 3000) and total expenses of

\$545,614 (acct. 4000), thereby requesting a subsidy of \$113,695 (acct. No. 3801) and further that the Executive Director's total annual salary of \$97,804 for fiscal year ending 6/30/2020 to be submitted to the Department of Housing and Community Development for its review and approval. The motion passed unanimously.

Commissioner Lauter made a motion, seconded by Commissioner Suchecki, to approve the final version of the use agreement with the abutter, James Randall in accordance with Exhibit A dated July 18, 2018 prepared by Hoyt Land surveying and Exhibit B dated November 7, 2018, and modified February 6, 2020, prepared by McSweeney Environmental Engineering. The motion passed unanimously.

Commissioner Suchecki made a motion, seconded by Commissioner Lauter to authorize that all board meetings will begin with the Pledge of Allegiance. The motion passed unanimously.

Commissioner Suchecki made a motion to extend the management agreement with the Quincy Housing Authority for a period of five (5) years from the expiration of the current agreement. The extension will be in effect as long as James Marathas remains the Executive Director of the Quincy Housing Authority. In the event that there is a new Executive Director at the Quincy Housing Authority, the Hingham Housing Authority will have the option to void the remainder of the management agreement if they choose to do so. , subject to the Chairman writing the final addendum for the Boards review and signature at the next Board Meeting. Commissioner Watson voted no and Commissioners, Buhr, Suchecki, Lauter and O'Meara voted in favor. The motion passed with a vote of 4 to 1.

Commissioner Lauter made a motion, seconded by Commissioner Suchecki, to approve the 2020 Organizational Chart. The motion passed unanimously.

There were several tenants present. The Chairman allowed tenant discussion.

Ruth Bennett said that the tenants are very happy and pleased with the level of service they are receiving.

Sue Gustafson said she appreciates the informational level that is now being provided.

Anna Hall spoke and said she is having problems with her water not being hot enough. Mr. Marathas said he would send the plumber over to her apartment to fix the problem.

The next meeting will be held on March 10th at 5:30 p.m.

There being no further business, Commissioner Lauter made a motion, seconded by Commissioner Buhr to adjourn. The motion passed unanimously and the meeting adjourned.