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Hingham Housing Authority  
Board of Commissioners Meeting June 9, 2020  
5:00 p.m.  
VIA  
<https://global.gotomeeting.com/join/530466093>

A Regular Meeting of the Hingham Housing Authority was duly called and held on Tuesday, June 9, 2020 at 5:30 p.m. via video/teleconference 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	
Irma Lauter	
Megan Buhr	
Gregory O'Meara, Chairman	

### **Approval of the Minutes of the May 12, 2020 Board Meeting**

Commissioner Watson had some questions regarding the minutes. A brief discussion was held and the following motion was made:

Commissioner Lauter made a motion, seconded by Commissioner Watson, to approve the minutes of the May 12, 2020 Board Meeting. The motion passed unanimously.

### **ELECTION OF OFFICERS**

#### Election of Chair

Commissioner Lauter placed in nomination the name of Janine Suchecki for the Office of Chairperson. Commissioner Watson placed in nomination the name of Gregory O'Meara for the Office of Chairperson. There were no other names placed in nomination for Chairperson. The vote for the Office of Chairperson was as follows: Commissioner Suchecki, Janine Suchecki; Commissioner Watson, Gregory O'Meara; Commissioner Lauter, Janine Suchecki; Commissioner Buhr, Janine Suchecki; Commissioner O'Meara, Janine Suchecki.

The Recording Secretary declared that Janine Suchecki has been elected Chairperson of the Board of Commissioners.

Commissioner Suchecki asked that Commissioner O'Meara finish out tonight meeting as Chairperson and said she would assume the responsibilities of Chairperson at the next meeting.

### Election of Vice Chair

Commissioner Buhr placed in nomination the name of Irma Lauter for the Office of Vice Chairperson. There were no other names placed in nomination for Vice Chairperson. The vote for the office of Vice Chairperson was as follows: Commissioner Suchecki, Irma Lauter; Commissioner Watson, Irma Lauter; commissioner Lauter, Irma Lauter; Commissioner Buhr, Irma Lauter; Commissioner O'Meara, Irma Lauter.

The Recording Secretary declared that Irma Lauter has been elected Vice Chairperson of the Board of Commissioners.

### Election of Treasurer

Commissioner Lauter placed in the name of Gregory O'Meara for the Office of Treasurer. Commissioner Watson placed in the name of James Watson for the Office of Treasurer. The vote for the Office of Treasurer was as follows: Commissioner Suchecki, Gregory O'Meara; Commissioner Watson, James Watson; Commissioner Lauter, Gregory O'Meara; Commissioner Buhr, Gregory O'Meara; Commissioner O'Meara, Gregory O'Meara.

The Recording Secretary declared that Gregory O'Meara has been elected Treasurer for the Board of Commissioners.

### Election of Assistant Treasurer

Commissioner Buhr placed in nomination the name of James Watson for the Office of Assistant Treasurer. There were no other names placed in nomination for the Office of Assistant Treasurer. The vote for the Office of Assistant Treasurer was as follows: Commissioner Suchecki, James Watson; Commissioner Watson, James Watson; Commissioner Lauter, James Watson; Commissioner Buhr, James Watson; Commissioner O'Meara, James Watson.

The Recording Secretary declared that James Watson has been elected Assistant Treasurer for the Board of Commissioners.

Commissioner Suchecki asked that a vote for the Board member representation on the Community Preservation Committee be voted.

### Election of Community Preservation Committee Member

Commissioner Suchecki placed in nomination the name of Megan Buhr to hold the housing authority seat on the Community Preservation Committee.

Commissioner Watson placed in nomination the name of James Watson to hold the housing authority seat on the Community Preservation Committee.

There were no other names placed in nomination for the housing authority seat on the Community Preservation Committee.

The vote for the seat on the Community Preservation Committee was as follows: Commissioner Suchecki, Megan Buhr; Commissioner Watson, James Watson; Commissioner Lauter, Megan Buhr; Commissioner Buhr, Megan Buhr; Commissioner O'Meara, Megan Buhr.

The Recording Secretary declared that Megan Buhr has been elected to represent the housing authority on the seat for the Community Preservation Committee.

The elections concluded and the Regular Board meeting resumed.

The next motion was to vote on the approval of the accounts payable and payments for the month of June, 2020. Commissioner O'Meara had questions on the accounts payables. Mr. Marathas and Ms. McAuliffe explained that the HHA management fee bills had not been done previously submitted for the months that QHA has been managing the Hingham Housing Authority. Ms. McAuliffe said she would send a detailed response on the bills presented to the Board.

Commissioner Lauter made a motion, seconded by Commissioner Watson, to approve the accounts payable and the payments for the month of June, 2020, subject to being provided with a complete explanation for the payments. The motion passed unanimously.

Commissioner Lauter made a motion, seconded by Commissioner Watson, to approve change order #1 Blionna Plumbing and Heating for the boiler replacement at 705-1. FISH #131038 in the amount of \$4,142.24. The change order is for hardwiring of CO detectors in each building (8). The motion passed unanimously.

Commissioner Lauter made a motion, seconded by Commissioner Buhr, to request \$28,000 from Community Preservation funds for repairs to exterior trim, windows, garage and paint of Scotland Street House, 705. The house was acquired with CPC Funds. The motion passed unanimously.

Commissioner Lauter made a motion, seconded by Commissioner Buhr, to request \$20,000 from Community Preservation funds for exterior improvements to 30 Thaxter Street, including installation of a Gazebo, patio and outdoor recreation area. The motion passed unanimously.

Commissioner Buhr asked Mr. Marathas to request CPC money for Magnetic door lock to be installed. Mr. Marathas said that he would inform the Board of the cost and submit an application for the magnetic door locks.

## **Finance**

Ms. McAuliffe reported on her written report to the Board and said that a meeting took place between, Mr. Marathas herself and Bay State and Bay State has agreed to take over the water bills for the 689 program.

## Tenant Services

Ms. Crossley reported that a meeting is scheduled with the tenants for Thursday, June 11<sup>th</sup>, to initiate the formation of a Tenant Association.

## Executive Director's Report

Mr. Marathas reported on the following:

- Plumbing work orders are in progress, there is a tremendous amount of deferred plumbing issues. The Plumber has gone through 10 buildings to date and made all necessary repairs.
- One unit of congregate housing remains vacant and the process of screening applicants for tenancy is continuing.
- A meeting was held with Bogan Tree to discuss trimming of all site trees, removal of dead trees and hazards. The Commissioners asked Mr. Marathas to obtain quotes from other companies as well and Mr. Marathas said that he will do that.
- Window project for 795's and 667-2 are in design phase.
- State units are 100% complete for fiscal year 2020.

The Chairman open up the meeting to residents.

Ruth Bennett said that the notice on Thursday's meeting regarding the formation of a Tenant Association was difficult to read.

Mr. Marathas said he would deliver notices to all residents' doors letting them know how to participate in the teleconference meeting.

Commissioner O'Meara asked about the RFP for management services for the Lincoln School Apartments. He heard that Corcoran was extended for 60 days due to the virus.

Mr. Marathas agreed to respond to the RFP for management of the Lincoln School Apartments if the Board was agreeable. This will be a discussion item on next month's agenda

Commissioner Suchecki asked if we could ask CPC for money to replace the sign that was spray painted. Mr. Marathas said this was a small ticket item and he would obtain quotes for the Board for the signage replacement. The new signage would be double sided and more attractive.

Mr. Marathas updated the Board and said Hingham Housing Authority **does not** have any positive cases of the virus.

Mr. Marathas said that maintenance staff continues to sanitize the buildings, the residents' door knobs and the common areas. This is completed daily and on weekends. Notices have been distributed to residents on the importance of social distancing and wearing of masks.

The Commissioners expressed their thanks to Mr. Marathas for all of the steps he is taking to keep the residents and employees safe.

There being no further business, Commissioner Lauter made a motion, seconded by Commissioner Watson. The motion passed unanimously and the meeting adjourned at 6:28 p.m.

Respectfully submitted,

Terry Champion