

## Hingham Housing Authority Board Meeting

Tuesday, February 9, 2021 at 5:00 p.m.

A Regular Meeting of the Hingham Housing Authority was duly called and held on Tuesday, February 9, 2021 at 5:00 p.m. via video conference and upon a call of the roll, the following Commissioners were found Present and absent:

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

### Approval of Minutes

Commissioner Lauter made a motion, seconded by Commissioner O'Meara, to approve the minutes from the January 12, 2021 Regular Board Meeting. The motion passed unanimously.

### Approval of January 2021 Warrant List

Commissioner Watson made a motion, seconded by Commissioner Lauter, to approve the January 2021 Warrant List as presented. The motion passed unanimously.

### Modernization

There was discussion on the bids for the gazebo and the warranty on the sealcoating. Mr. Marathas said he would look into this and report back to the Board, however, asked that the Board move forward with the motion at this time.

Commissioner Lauter made a motion, seconded by Commissioner O'Meara, to award and authorize the Executive Director to execute a contract to Chapin Sheds for the purchase of two (2) gazebos at Thaxter Park. The contract will be in the amount of \$16,320.00. The quotes were received on January 25, 2021. There were three (3) bids received and Chapin Sheds was the low bidder. (See attached quote tabulation). The funding source for this project is the Creative Place Making Grant. The motion passed unanimously.

Commissioner O'Meara made a motion, seconded by Commissioner Lauter, to approve and authorize the Executive Director to execute amendment #13 to the Contract for Financial Assistance for the Capital Improvement Work Plan #5001, bringing the total award to \$1,895,959.50. The motion passed unanimously.

### Executive Director's Report

- There are no vacant units at this time.
- Heavy fogging of all properties was done on Thursday February 4, 2021.
- Computer upgrade project is completed for all administrative personnel.
- Bed Bug inspections took place and no activity was identified.

- New Hingham Housing Authority logo has been installed on the maintenance truck.
- Window project for 667-2 and 705s are in design phase.
- Plumbing work orders are in progress, there is a tremendous amount of deferred plumbing issues.
- Garage door is bid and awarded.
- Basement door has been replaced.
- Scheduled for replacement is porch door along with trim work.

Mr. Marathas discussed with the Board the upcoming vaccinations for all residents of Hingham Housing Authority. Mr. Marathas explained the protocol in regards to the vaccinations and said he has been in contact with Susan Sarni.

The Commissioners thanked Mr. Marathas for organizing the vaccinations.

### **Financial Report**

Grace McAuliffe reported to the Commissioners on the financials of the Authority and said because of all the deferred maintenance, the reserves will go down.

The Chairwoman opened up the meeting to the public.

Ruth Bennett said many tenants are asking about wheel chair accessibility in the gazebos for the tenants. Mr. Marathas said that staff can build a ramp for wheel chairs, however, the gazebos were ordered with benches, and, therefore, said he will need to check with the company on the dimensions. Mr. Marathas said he would report back to the Board after speaking with the company.

At this time, The Chairwoman asked Commissioner Watson to speak.

Commissioner Watson said he has enjoyed is 25+ years on the Board, however, would be resigning as of tomorrows' date, February 10<sup>th</sup>. All of the commissioners expressed their appreciation to Commissioner Watson for his years of service.

There being no further business, Commissioner O'Meara made a motion, seconded by Commissioner Lauter, to adjourn. The motion passed unanimously and the meeting adjourned at 5:40 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary