

Hingham Housing Authority Board Meeting

Tuesday, April 13, 2021 at 5:00 p.m.

A Regular Meeting of the Hingham Housing Authority was duly called and held on Tuesday, April 13, 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	
Janine Suchecki	

Approval of Minutes

Commissioner Lauter made a motion, seconded by Commissioner O'Meara, to approve the minutes from the March 9, 2021 Regular Board Meeting. The motion passed unanimously.

Approval of March 2021 Warrant List

Commissioner O'Meara made a motion, seconded by Commissioner Lauter, to approve the March 2021 Warrant List as presented. The motion passed unanimously.

Modernization

Mr. Marathas explained that the approval of the Annual Plan is a new DHCD requirement.

Commissioner Lauter commended James and staff for the very thorough and well thought out Annual Plan.

Commissioner Lauter made a motion, seconded by Commissioner O'Meara, to approve the DHCD Fiscal Year 2022 Annual Plan and Authorize the Executive Director to submit the Plan to DHCD for approval. The motion passed unanimously.

Commissioner O'Meara made a motion, seconded by Commissioner Lauter, to award and authorize the Executive Director to enter into a contract with Don Regan Masonry for the installation of a patio and stone wall for the Creative Placemaking Grant at Thaxter St. The contract will be in the amount of \$28,500.00. There were three bidders and Don Regan Masonry was the low bidder. The motion passed unanimously.

Commissioner O'Meara asked about the placement of the patio. Mr. Marathas responded to the left of the common building entrance and is hoping the installation will be at the beginning of summer.

Commissioner O'Meara made a motion, seconded by Commissioner Buhr, to award and authorize the Executive Director to enter into a contract with Blinds R' Us for the installation of solar blinds in the Community building for the Creative Placemaking Grant at Thaxter St. The contract will be in the amount of \$2,826.00. There were three bidders and Blinds R' Us was the low bidder. The motion passed unanimously.

Commissioner O'Meara made a motion, seconded by Commissioner Buhr, to award and authorize the Executive Director to enter into a contract with Pro Painting Services for painting the interior of the Community building for the Creative Placemaking Grant at Thaxter St. The contract will be in the amount of \$3,430.00. There were three bidders and Pro Painting Services was the low bidder. The motion passed unanimously.

Commissioner O'Meara made a Motion, seconded by Commissioner Lauter to Award and Authorize the Executive Director to enter into a contract with Dick's Sporting Goods for the purchase of a recumbent bike and a rowing machine for the Creative Placemaking Grant at Thaxter St. The contract will be in the amount of \$1,649.99. There were three bidders and Dick's Sporting Goods was the low bidder. The motion passed unanimously.

Discussions:

Board of Commissioner Responses

Mr. Marathas said there were three tenants who expressed interest in the Board Member Seat. It was agreed that the Chairman will submit the tenant information to the Town Clerk and cc the board on the mail. Terry Champion will provide the Chairman the names and contact information after the April 15th deadline.

Tenant Association, mailing completed

Mr. Marathas explained that several mailings and meetings were held regarding tenant participation and interest in forming a Tenant Association and has not received any interest at this point and asked the Board Members if they wanted him to continue to reach out to tenants via flyers and mailings to see if we could generate interest. The Board agreed to hold off on doing more outreach on the tenant association until the tenant board member is appointed.

Executive Director's Report

Mr. Marathas reported on the following:

- All landscape mulch beds have been updated.
- Bldg. 5 Unit 27 is 95% complete and ready to reoccupy
- Building 2 Unit 5 is in progress
- New office phones/intercom have been installed.
- Plumbing work orders are in progress, there is a tremendous amount of deferred plumbing issues.
- Scotland Road, Capital needs assessment and prioritization.
- Garage door was installed
- Basement door has been replace
- Electrical work completed
- Expect all work to be completed by end of March 2021
- Scheduled for replacement is porch door, garage access door, trim and paint.
- The second vaccine clinic is completed. Approximately 50% of residents participated. Some received vaccines elsewhere.

The Chairman said that the Hingham Civic Association was interested in funding a project for the Hingham Housing Authority.

Mr. Marathas said that patio furniture is an item that is needed and not budgeted. Installation of new benches is needed as well.

The Chairman opened up the meeting to residents.

Ruth Bennett said that perhaps table and chairs for the community room could be funded by the Civic Association. Ms. Bennett also asked that the Executive Director consult with the tenants on the place making grant committee be consulted as they may have input on what may be needed.

Isle Grossler asked about the parking situation and said parking is difficult and the possibility of making the parking spaces smaller to allow for more parking. The Chairman asked that Ms. Grossler bring this up with Colleen Whalen and James Marathas first before coming to the Board.

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 5:46 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary