

## **Hingham Housing Authority Board Meeting**

**Tuesday, May 11, 2021 at 5:00 p.m.**

A Regular Meeting of the Hingham Housing Authority was duly called and held on Tuesday, May 11, 2021 at 5:05 p.m. via video conference and upon a call of the roll, the following Commissioners were found Present and absent:

### Present

Gregory O'Meara  
Irma Lauter  
Megan Buhr

Janine Suchecki (excused absence)

### **Approval of Minutes**

Commissioner Buhr made a motion, seconded by Commissioner O'Meara, to approve the minutes from the April 13, 2021 Regular Board Meeting. The motion passed unanimously.

### **Approval of March 2021 Warrant List**

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

### **Finance**

Grace McAuliffe reported to the Board that March financials were submitted with the last board report and we do not yet have April financials completed. The third quarter financials are being worked on and they will be submitted. As part of the quarterly review we are doing an audit of expenses to offset the COVID Grant money that Hingham Housing Authority received as part of the CARES Act. We will have more information to present at the next Board meeting.

### **Executive Director's Report**

Mr. Marathas reported on the following:

- New HVAC equipment has been ordered and shipped, on site ready for installation. Force Account will be used.
- Old air condition units removed from community room and openings finished interior and exterior. Force Account will be used.
- Solar blinds have been ordered for the community room.
- Painting is scheduled for community room for May 17<sup>th</sup> through the 30<sup>th</sup>.
- New tenant electronic message board has been installed.
- Dig safe has been completed for Gazebo and Patio installation.
- Sprinkler test scheduled for Beal Street May 10<sup>th</sup>.
- Bed Bug inspections completed for quarter. No activity was reported.
- Meeting with tenants to select paint colors and blind colors for creative place making grant project.

- Kevin Kazlauskas was promoted to Maintenance Foreman.
- A new tenant brochure has been created and will be distributed to all existing tenants as well as new incoming tenants.
- New signage ordered for opening of community room.

Commissioner Lauter reminded the Board members that the June meeting will be held on June 9<sup>th</sup>.

There being no further business, Commissioner Buhr made a motion, seconded by Commissioner O'Meara, to adjourn. The motion passed unanimously and the meeting adjourned at 5:18 p.m.

Respectfully submitted,

Terry Champion, Recording Secretary