

**Hingham Housing Authority Board Meeting**  
**Tuesday, June 20, 2023, at 5:00 p.m.**

A Regular Meeting of the Hingham Housing Authority was duly called and held on Tuesday, June 20, 2023, at 5:00 p.m. at 30 Thaxter Street, Hingham, MA and upon a call of the roll, the following Commissioners were found Present and Absent:

<u>Present</u>	<u>Absent</u>
Michelle Larned	Irma Lauter
Janine Suchecki	Megan Buhr
Ruth Bennett	

**Pledge of Allegiance**

The Pledge of Allegiance was led by Chairwoman, Janine Suchecki.

**Tenant Association**

Sue Gustafson reported on behalf of the Association. The Association has found successful events that are food centered, attendance at meetings is still low, but working on it. The Association is looking for a volunteer to be Treasurer and Vice President.

**Motion to approve the Accounts Payable and Payments**

Commissioner Suchecki made a motion, seconded by Commissioner Bennett, to approve the accounts payable and the payments. The motion passed unanimously.

**Motion to Approve the Minutes from the May 9, 2023, Regular Board Meeting**

Commissioner Bennett made a motion, seconded by Commissioner Larned, to approve the Minutes from the May 9, 2023, Regular Board Meeting. The motion passed unanimously.

Commissioner Bennett made a motion, seconded by Commissioner Larned, to approve the Certificate Of Substantial Completion (CSC) for Woodall Construction Co, Inc. for Project number 131065, Parking Area and Entryway Re-Paving project at 100 Beal Street. The date established for Substantial Completion is May 26, 2023. The motion passed unanimously.

Commissioner Bennett made a motion, seconded by Commissioner Suchecki to approve the Certificate Of Final Completion (CSC) for Woodall Construction Co, Inc. for Project number 131065, Parking Area and Entryway Re-Paving project at 100 Beal Street. The motion passed unanimously.

Commissioner Larned made a motion, seconded by Commissioner Bennett to approve and authorize the Executive Director to execute Amendment #16 to the Contract for Financial Assistance (CFA) #5001 for the Formula Funding Award for FY2026 and the Emergency Award for the Fire Alarm Replacement at Thaxter Park. This Amendment is between the Commonwealth of Massachusetts Department of Housing and Community Development (DHCD) and the Hingham Housing Authority. The Amendment will result in an award of \$503,137.00 in Funding to CFA Contract #5001. The motion passed unanimously.

Commissioner Larned made a motion, seconded by Suchecki to approve Change Order Number 1 to the contract with Woodall Construction Co., Inc. for the Parking Area & Entry Paving at 100 Beal St., 689-1 This Change Order extends the paving area to include an area of degraded asphalt and to repair an existing pot hole This Change Order will result in a increase of \$10,000.00) with no change to the contract time. The motion passed unanimously.

Commissioner Larned made a motion, seconded by Commissioner Bennett to approve and authorize the Executive Director to execute a contract with Jacqueline Electric and Contracting, Inc. for the Emergency Fire Alarm Replacement at Thaxter St. The Fire Alarm System at Thaxter St. has failed and has created an emergency safety situation for the tenants. We applied for an Emergency Waiver from DCAAM, it was approved and a contract proposal from Jacqueline Electric and Contracting, Inc. was received and accepted. The contract is in the amount of \$397, 960.00. The motion passed unanimously.

### **Old/New Business**

The was no old or new business to discuss.

### **Executive Director Report**

Ms. Whalen reported on behalf of Mr. Marathas:

- CPC Update: Scotland Street – trim, facia, soffit and corner board replacement, permit garage and window replacement
- Planting bed replacement for family units in progress (11-1, 11-2, 12-1, 12-2)
- Loam and seed buildings 6,7,8,9,15 & 16
- Painted community room curbing for safety
- Monthly Greater Boston Food Bank Delivery
- Completed 100 Beal Street Paving Project
- AC coils and filters cleaned at 100 Beal Street
- Install new community garden fencing
- Picked up occupancy certificates from Town of Hingham
- Fire Panel replacement at 90% completion, heat detection devices to be installed
- Lease up in progress units 41, 42 and 76

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

Respectfully submitted,

Colleen M. Whalen  
Assistant Executive Director  
Managed Agencies