

**Hingham Housing Authority Board Meeting  
Tuesday, September 12, at 5:00 p.m.**

A Regular Meeting of the Hingham Housing Authority was duly called and held on Tuesday, September 12, 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>
Megan Buhr	Janine Suchecki (Excused)
Irma Lauter	Ruth Bennett (Excused)
Michelle Larned	

**Pledge of Allegiance**

The Pledge of Allegiance was led by Vice Chairwoman, Irma Lauter.

**Tenant Association**

Sue Gustafson reported on behalf of the Association. The Association moved their monthly meetings to the third Wednesday of the month. An upcoming program on Thursdays called “Open Studio” will begin and they are investigating more programs.

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

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

**Motion to Approve the Minutes from the August 8, 2023, Regular Board Meeting**

Commissioner Buhr made a motion, seconded by Commissioner Larned to approve the Minutes of the August 8, 2023, Regular Board Meeting. The motion passed unanimously.

Commissioner Lauter made a motion, seconded by Commissioner Larned, to approve Change Proposal No. 1 to the contract with Williams Electric, LLC, for DHCD Project #131072; ARPA Targeted Award: Hingham Fire Alarm System Upgrade (689-1). Hingham Fire would like a Heat Detector installed to cover the porch. This Change will result in an increase of \$854.97 and add zero days to the contract time. The motion passed unanimously.

Commissioner Buhr made a motion, seconded by Commissioner Larned to approve the Certificate of Substantial Completion (CSC) for Williams Electric LLC, for DHCD Project #131072: ARPA Targeted Award: Hingham Fire Alarm System Upgrade (689). The Contractor is substantially complete, the new Fire Alarm System is being programmed and tested and the punch list is scheduled for this coming week. CSC will be contingent on Designer acceptance and approval. The motion passed unanimously.

Commissioner Larned made a motion, seconded by Commissioner Buhr to approve the Certificate of Final Completion (CFC) for Williams Electric LLC, for DHCD Project #131072: ARPA Targeted Award: Hingham Fire Alarm System Upgrade (689). The Contractor is substantially complete, the new Fire Alarm System is being programmed and tested and the punch list is scheduled for this coming week.

CSC will be contingent on Designer acceptance and approval and final payment will not be made until the punch list is complete. The motion passed unanimously.

Commissioner Buhr made the motion, seconded by Commissioner Larned to approve the Executive Office of Housing and Livable Communities (EOHLC) Wage Match Regulations as noted in Public Housing Notice 2023-03 and 2019-16, indicating all authorized employees have read and signed the Wage Match Acknowledgement Regarding Confidentiality of Information, DOR Disclosure and Security Training for Safeguarding Information, and that they signed acknowledgements are on file for Fiscal Year 2024.

### **Old/New Business**

None

### **Executive Director Report**

- Greater Boston Food Bank Delivery
- Scotland Street roof trim, siding are being completed
- Sink hole at Beal Street is fixed
- Buildings 6, 7, & 10 have had weed growth removed
- Fire Alarm system is 90% completed
- Beal Lighting project is completed
- There are three vacancies

Mr. Marathas also updated the Board on the Beal Street Property. Mr. Marathas reached out to the Town and Planning Department to begin to work on removing deed restriction from the entire parcel. This must be approved by the Select Board, then must go to Town Meeting.

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

Respectfully submitted,

Colleen M. Whalen  
Assistant Executive Director  
Managed Agencies