

Hingham Housing Authority Board Meeting  
Tuesday, October 14, 2025

A Regular Meeting of the Hingham Housing Authority was duly called and held on Tuesday, October 14, 2025 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>
Irma Lauter	None
Ruth Bennett	
Janine Suchecki	
Michelle Weiser	
Timothy Sullivan	

**Pledge of Allegiance**

The Pledge of Allegiance was led by Chair Janine Suchecki.

**Tenant Association Meeting Summary**

The Chairwoman opened the meeting and welcomed Tenant Association Spokesperson Sue Gustafson to speak.

**Speed Limit Signs:**

Ms. Gustafson thanked Mr. Marathas for installing the speed limit signs. She stated that the tenants are very happy to have the signs in place and appreciate the prompt response to their request.

**Rodent Concerns:**

Ms. Gustafson raised a tenant concern regarding a rodent issue, specifically the presence of mice. Mr. Marathas responded that tenants should report any pest problems directly to the Authority so that appropriate action can be taken.

Some tenants mentioned they had previously reported the issue to the Maintenance staff. Mr. Kazlauskas informed the Board that B&B Pest Control has been on-site for the past couple of weeks actively addressing the rodent problem.

**Garden Policy:**

Ms. Gustafson also presented a draft Garden Policy, created in response to a recent incident involving the community garden.

Mr. Marathas confirmed he was aware of the incident, which involved a tenant and their family members entering the garden and taking vegetables.

After a brief discussion between tenants, the Board, and Mr. Marathas, it was agreed that the Garden Policy would be redrafted and presented to the Board at a future meeting for review and approval.

**Resident Services:**

Ms. Gustafson shared positive feedback regarding Katie Shields, the new Resident Services Coordinator. She described Ms. Shields as “a breath of fresh air” and expressed that tenants are very pleased with the support and services she has provided.

**Approval of Minutes**

Commissioner Bennett expressed surprise upon learning that the Board would be meeting every other month.

Commissioner Suchecki clarified that additional meetings may be called if necessary to address any issues that require timely attention.

Commissioner Weiser made a motion, seconded by Commissioner Lauter to approve the Minutes of the September 9, 2025, Board Meeting. The motion passed unanimously.

**Accounts Payable**

Commissioner Lauter asked what Camelot Enterprises is and Mr. Marathas explained that this is the company we used to purchase uniforms.

Commissioner Lauter made a motion, seconded by Commissioner Bennett to approve the accounts payable as presented. The motion passed unanimously.

Mr. Marathas explained that the next motion is not coming out of Capital and that the State is not paying for it.

Commissioner Sullivan made a motion, seconded by Commissioner Weiser, to approve and authorize the Executive Director to enter into a contract with the lowest responsive and responsible bidder for State project 131093, Code Comp-Exit Signs & EMG Lighting 667-1 & 667-2. The Housing Authority has been assigned a primary project manager for this project. Final quotes are in and need to be tabulated. The cost of this project will be under \$10,000.00. The motion passed unanimously.

Commissioner Suchecki made a motion, seconded by Commissioner Lauter, to approve and authorize the Executive Director to enter into a contract with the lowest responsive and responsible bidder for State project 131096, Beal Street. Sprinkler system backflow replacement. The Housing Authority has been assigned a Primary project manager for this project. Waiting on a final quote to come in and then quotes can be tabulated. The motion passed unanimously.

Commissioner Weiser made a motion, seconded by Commissioner Suchecki to approve and authorize the Executive Director to enter into a contract with EOHLC House Doctor Studio J2 Architecture, in the amount of \$9,550.00 for Design Services for State project 131090, Hallway Windows 667-1. The motion passed unanimously.

Commissioner Lauter made a motion, seconded by Commissioner Suchecki, to adopt the Affirmative Action Goal for FY26 of a minority list pull of one in every four list pulls for the 705 programs. Goal has been met for the 667 programs. The motion passed unanimously.

Commissioner Lauter made a motion, seconded by Commissioner Suchecki, to adopt the Affirmative Action Goal for FY25 of a minority list pull of one in every four list pulls for the 667 and 705 programs. The motion passed unanimously.

Commissioner Bennett made a motion, seconded by Commissioner Suchecki to request \$299,572.00 from the Hingham Community Preservation Committee for the roof replacement project total cost of \$599,144.00. The motion passed unanimously.

Mr. Marathas reported on the following:

- 100 Beal Street, occupancy inspection is completed, and certificate has been issued.
- Buildings 1,2,3 state inspections have been completed.
- All catch basins have been cleaned by the Town of Hingham.
- Building 15 and 16 State Inspections are completed.
- All state inspection work orders are completed.
- Food delivery is completed
- Repaired streetlights at the front entrance.
- Repaired streetlights by buildings five and six
- Main clog buildings nine and ten
- Family unit flooring started
- Vacancy in building seven has begun.
- CPC final application completed and submitted (roof replacement 8 buildings total project cost \$599,144.00, CPC asl \$299,572.00 HILAPP to make up the difference.
- Letters of support were included in the application.

The next scheduled meeting will be held on December 9<sup>th</sup> at 5:00 p.m.

There being no further business, Commissioner Weiser made a motion, seconded by Commissioner Lauter, to adjourn. The motion passed unanimously and the meeting adjourned at 5:50 p.m.