

COHASSET HOUSING AUTHORITY
REGULAR MEETING
March 24, 2022

The Regular meeting was held remotely via “GoToMeeting” as allowed by Executive Order due to Covid-19.

Chairman, Helen Nothnagle called the meeting to order at 1:33 pm.

Upon a call of the roll the following members were:

<u>PRESENT</u>	<u>ABSENT</u>
Helen C. Nothnagle	None
Donna McGee	
Barbara O’Pray	
Virginia Najmi	
Tom Meade	
Also present: Colleen Sullivan-Locchi, Managing Agent - Sean Smith, Fee Accountant	

New Business

Motion 2022 - 41 Motion to approve Accounts Payable, EFT’s & Checks dated 2/18/2022 - 3/24/2022 totaling \$47,015.86 with zero (0) voids and Payroll Register for pay period 2/14/2022 – 3/20/2022

B. O’Pray/V. Najmi moved to approve Accounts Payable, EFT’s & Checks dated 2/18/2022 - 3/24/2022 totaling \$47,015.86 with zero (0) voids and Payroll Register for pay period 2/14/2022 – 3/20/2022. The vote carried with a roll call vote of 4 for and 0 against with 1 abstain and the Chairman thereupon declared said motion carried.

Motion 2022 – 42 to approve CIP as Presented

B. O’Pray/V. Najmi moved to approve the CIP as presented. The vote carried with a roll call vote of 4 for and 0 against with 1 abstain and the Chairman thereupon declared said motion carried.

Motion 2022 – 43 to approve Annual Plan as Presented

V. Najmi/B. O’Pray moved to approve the Annual Plan as presented. The vote carried with a roll call vote of 5 for and 0 against and the Chairman thereupon declared said motion carried.

Motion 2022 – 44 Motion to Reject Bid for Project #065060 Patio Door and Deck Replacement, Harborview 667-1 from Eagle Eyes Contractor Inc., 591 North Ave., Site 1 First Floor, Wakefield, MA in the amount of \$424,000.

T. Meade made a motion to Reject Bid for Project #065060 Patio Door and Deck Replacement, Harborview 667-1 from Eagle Eyes Contractor Inc., 591 North Ave., Site 1 First Floor, Wakefield, MA in the amount of \$424,000 due to a poor reference from the Medway Housing Authority kitchen modernization project (DHCD #177039), specifically: failure to start the project in a timely manner; failure to finish the project in a

timely manner; and failure to always have a licensed supervisor on site. Barbara O'Pray seconded.

The vote carried with a roll call vote of 5 for and 0 against and the Chairman thereupon declared said motion carried.

The board had a lengthy discussion on this bid. They felt strongly that the residents have been through so much disruption with the last project that any delays on this project would be detrimental to the wellbeing of the residents. This project is going to be intrusive enough on it's on own merit. In anticipation of a materials delay they feel any additional delays would be unacceptable. Virginia Najmi also expressed the concern that a lengthy delay similar to the Medway Project would most likely run into inclement weather posing further complications for the residents residing in the apartments.

Motion 2022 – 45 Motion to Award Project #065060 Patio Door and Deck Replacement, Harborview 667-1 Contract – to NENA Construction, Inc 33 Alfred Street, Warwick RI in the amount of \$575,000 pending formal reference review and DHCD approval.

B. O'Pray/V. Najmi moved to Award Project #065060 Patio Door and Deck Replacement, Harborview 667-1 Contract – to NENA Construction, Inc 33 Alfred Street, Warwick RI in the amount of \$575,000 pending formal reference review and DHCD approval. The vote carried with a roll call vote of 5 vote for and 0 vote against and the Chairman thereupon declared said motion carried.

Motion 2022 – 46 to Approve the Executive Director Salary Schedule

B. O'Pray/V. Najmi moved to Approve the Executive Director Salary Schedule as presented. The vote carried with a roll call vote of 5 vote for and 0 vote against and the Chairman thereupon declared said motion carried.

Motion 2022 – 47 to Approve Management Agreement

Barbara O'Pray having reviewed the published Performance Management Review and Agreed Upon Procedures of the Owner, moved the board Approve and submit to DHCD for its approval the Management Services Agreement between Norwell Housing Authority and Cohasset Housing Authority for a term of 3 years for the annual Agreement Sum of \$59,372.

Virginia Najmi seconded the motion which, upon roll-call, was passed by a vote of 4 "For" to 0 "Against", with 1 Abstain and the Chairman thereupon declared said motion carried.

Motion 2022 – 48 to Approve FY22 667-1 Budget Revision

Barbara O'Pray moved that the proposed Operating budget for State-Aided Housing of the Cohasset Housing Authority (Chapter 667), Program Number 400-1 for fiscal year ending 6/30/2022 showing total revenue of \$380,840 (Acct. No. 3000) and Total Expenses of \$403,819 (Acct. No. 4000) thereby requesting a subsidy of \$86,309 (Acct. No. 3801) , and further that the Executive Director's total annual salary of \$0 for fiscal year ending 6/30/2022 be submitted to the Department of Housing and Community Development for its review and approval Virginia Najmi seconded the motion which, upon roll-call, was passed by a vote of 5 "For" to 0 "Against" and the Chairman thereupon declared said motion carried.

Motion 2022 – 49 to Approve FY22 689 Budget Revision

Barbara O’Pray moved that the proposed Operating budget for State-Aided Housing of the Cohasset Housing Authority (Chapter 689), Program Number 689 for fiscal year ending 6/30/2022 showing total revenue of \$37,704 (Acct. No. 3000) and Total Expenses of \$52,239 (Acct. No. 4000) thereby requesting a subsidy of \$0 (Acct. No. 3801) , and further that the Executive Director’s total annual salary of \$0 for fiscal year ending 6/30/2022 be submitted to the Department of Housing and Community Development for its review and approval. Virginia Najmi seconded the motion which, upon roll-call, was passed by a vote of 5 “For” to 0 “Against” and the Chairman thereupon declared said motion carried

Old Business – CPC Update

Helen Nothnagle reported on CHA Project Requests: Virginia Najmi/Helen Nothnagle prepared and presented requests for CPC Funding to the Committee for two projects: Additional funding of \$100,000 for the Patio/Deck Replacement and \$55,000 to Replace the CB Roof. The Committee in their continued support of the housing authority accepted both requests and will recommend for approval at town meeting. Much of the swift agreement was due to the information provided and the ongoing working relationship with the housing authority Chair.

Next Board Meeting – April 21, 2022

Motion 2022 - 50 Adjournment

B. O’Pray/T. Meade moved that the meeting be adjourned. The vote carried unanimously with a roll call vote. The Chairman thereupon declared said motion carried and adjourned at 3:17 pm.

Respectfully,

Colleen Sullivan-Locchi
Secretary to the Board

Approved: 4/21/22