

COHASSET HOUSING AUTHORITY
REGULAR BOARD MEETING

January 28, 2021

The Special meeting was held remotely via "GoToMeeting" as allowed by Executive Order due to Covid-19.

Chairman, Helen Nothnagle called the meeting to order at 4:04 pm.

Upon a call of the roll the following members were:

PRESENT

Helen C. Nothnagle

Donna McGee

Susan Sardina

Also present: Colleen Sullivan-Locchi, Managing Agent

ABSENT

Tom Meade

New Business

Motion 2021 – 10 to approve Accounts Payable – checks/on line #10770 – 10823 dated Nov 13, 2020 – Jan 28, 2021 totaling \$345,904.31 with 1 void. – Payroll Register for Pay periods Nov. 2, 2020 – Jan 24, 2021.

Moved by D. McGee/S. Sardina to approve Accounts Payable as presented. The vote carried unanimously with a roll call vote and the Chairman thereupon declared said motion carried.

Motion 2021 - 11 to approve Minutes - Sept. 10, Sept. 29, Oct. 22, 2020

Moved by D. McGee/S. Sardina to approve meeting minutes Sept. 10, 2020 and Sept. 29, 2020 as presented. The vote carried unanimously with a roll call vote and the Chairman thereupon declared said motion carried.

Minutes for Oct. 22, 2020 tabled to a future meeting for a quorum.

Motion 2021 - 12 to approve Change Orders: Vareika Construction #065040 #17, Punch List Items requested by Cohasset Fire Department in the amount of \$8,538.00 and 4 calendar days.

Moved by D. McGee/S. Sardina to approve Change Orders as presented. The vote carried unanimously with a roll call vote and the Chairman thereupon declared said motion carried.

Review Capital Improvement Plan Prior to Public Hearing – There was a lengthy discussion on the funding sources regarding the door/deck/patio project. It was determined to continue the financial discussion at another time. The purpose of this agenda was to review the actual plan. There was no dispute on the need.

Review Maintenance Procedure/Policy – The policy was a good overview of CHA's procedures. However, it could be updated over time as the new management becomes more familiar with the facility.

Old Business

Trettis House is ready for its soft opening. Taffy will reach out to Kate's family for scheduling. Donna will contact David H. for sign installation. Permits are waiting for sign off to issue Occupancy Permit.

Community Room Kitchen Update – Donna: currently waiting on stools, countertop installation, and cabinet door replacement. Donna mentioned that kitchen window was foggy and maybe it could be repaired. CHA would like to procure a plaque to acknowledge Social Service League for their generous donation of this beautiful kitchen.

Management Report

Vacancies remain the same. The challenge continues to be with Champ and getting the kitchen/bath renovations moving forward.

Vaccine – Housing Authorities are being included in Phase 2 of the vaccine rollout, anticipated for Feb/March. DHCD is working with the State to help procure vaccine allotments directly to HA's. We had anticipated an allotment sooner and have been working the Town of Cohasset to get residents lined up and ready for their vaccine. We have now been put in a delay, however the town will be able to vaccinate those age 75 and above. It's been a roller coaster so far!

Next Meeting date: Feb. 18, 2021 1 pm

Motion 2021-13 Adjournment

S. Sardina/D. McGee 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 5:36 pm.

Respectfully,

Colleen Sullivan-Locchi
Secretary to the Board

Approved: April 29, 2021