



**WINTHROP HOUSING AUTHORITY
9 GOLDEN DRIVE
WINTHROP, MASSACHUSETTS 02152
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Meeting Date: February 24, 2020

Meeting Called to Order at 7:00 PM by Chairman Honan

Present: Frank R. Ferrara, Fred Silck, Peter T Gill, Richard Honan

Absent: Peter A. Caggiano

Also present was Peg Tiernan Lyons, Executive Director and ex-officio Secretary. After Roll Call, Mr. Honan noted that a quorum was present and the Meeting was called to order.

Public Comment:

John Morgan, Golden Drive Tenant, was also present, with no comment on WHA business.

Minutes of the Regular meeting January 27, 2020 were reviewed. Discussion. Motion to accept minutes was made by Mr. Peter Gill. Motion was seconded by Mr. Fred Silck Members voted; all in favor, so moved.

The Disbursement record for the period January 27, 2020 through February 24, 2020 including bills totaling \$201,750.06 were presented and reviewed by all members. After discussion, a motion was made by Mr. Peter T Gill and seconded by Frank Ferrara to accept the bills as presented. All in favor.

The list of cash disbursements was reviewed and signed by three Board Members

OLD BUSINESS:

FISH 346102 667-2, 3 Community Bldg Elevator

Mrs. Lyons reported no additional updates in January 2020. Anticipated construction to commence in April; contractor will advise as soon as specific dates are known.

FISH Project 346104 Golden Drive Rubber Roof.

From November Board meeting:

Director Lyons informs Board Members that Contractor OneWay Painting and Roofing and Architect Ray Guertin report work is substantially completed at 3-5, 15-17, 16-18 and 10-12 Golden Drive, with inspection scheduled for December 2, 2019. Waterproofing company identified stress cracks in brick work (See Guertin Field Report 2_ Verbal) with soon to be requested Change Order to seal cracks for an additional cost not to exceed \$5,000. Possible Change Order will be addressed before final close out.

Motion by Mr. Frank Ferrara that once completed construction is inspected by Architect Raymond Guertin, with recommendation to WHA to accept project at Substantial Completion, WHA shall accept and Director Lyons is authorized to execute Documents for Payment as well as Certificate of Substantial and close out documents as needed. Seconded by Ricard Honan. Unanimously approved

Director Lyons is authorized to execute Certificate of Final Completion upon submittal and approval from Ray Guertin once punch list items are complete.

FISH Project 346111 667-1 Storm Doors

Tenants had been notified that MJS Construction will be replacing Storm doors. Their trailer and equipment is on site and work is underway

CHAMP Update:

As of today, we have 6,000 Applicants on State Universal Waitlist for Winthrop area. Family applicants represent 4,697 applications. Of the 1,848 applications for 1 BR – 950 are for <60 years handicapped applicants.

DHCD had retained EBI Consulting to update Facility Condition Assessment of State public housing developments. They were on site Tuesday February 18, 2020. Director Lyons sent report to their technician, Ash from Bangladesh, itemizing conditions and proposed projects

New Business:

Mrs. Lyons reported the need to replace several boilers in Family housing units over past months. Prices were solicited for original broken boiler (603 Pleasant Street), including prevailing wage rates, in late October 2019. It was replaced at a cost of \$9,500 from local contractor (next quote exceeded \$15,000). Within a couple months, two additional boilers had to be replaced, under emergency conditions. James Griffin, our accountant from Gordon Griffin recommends we use funds from our restricted reserve Money Market Account. The East Boston Savings account ending in 4903 was originally opened with boiler rebate money, and reserved specifically for such a purpose.

Motion by Frank R Ferrara to transfer \$28,500.00 from EBSB Restricted Money Market Account 0250164903, established with Rebate money after original Boiler installations, to reimburse for three separate Lochinvar Boilers emergency installations. Discussion Seconded by Fred Silck III All in Favor by a Vote of 4 to 0, with one absence.

FENCES

Peter Gill stated Access Road from Gorman Fort Banks School is on Town Agenda and shall update as needed.

MassNAHRO Annual Legislative Day is scheduled for Monday March 9, 2020. Several Members expressed interest. The office will set up registration.

Contract with ModCon for Annual Boiler Maintenance was signed as lowest bidder. Work will commence next month.

Maintenance staff has been working on site clean-up, apartment turnovers, grounds maintenance, Work Order response, including Inspection generated work orders, landscaping. Site and project management and unit inspections. Staff working on collections, payables, waitlists and unit inspections. There has been significant increase in traffic to administrative office, due to increased waitlist from CHAMP and local applicants looking for affordable housing due to increase in market rents.

Mrs. Lyons confirmed the next Regular meeting shall be Monday March 23, 2020 7:00 PM

There being no further business, motion to adjourn was made by Mr. Silck and seconded by Peter Gill at 8:00 PM. All in Favor