



**WINTHROP HOUSING AUTHORITY
9 GOLDEN DRIVE
WINTHROP, MASSACHUSETTS 02152
TEL. (617) 846-7100
FAX. (617) 846-7581**



Meeting Date: **July 27, 2020**

Remote ZOOM Meeting

CALL TO ORDER AT 7:00 PM by Chairman Richard Honan

ROLL CALL:

Present: Frank R. Ferrara, Fred Silck, Peter T Gill, Richard Honan, Peter A. Caggiano (on via phone call)

Absent:

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

Public Comment: John Morgan, tenant of Golden Drive, 667-2, was on the phone, with no comment

DIRECTORS REPORT:

The Disbursement record for the period June 29, 2020 through July 27, 2020 including bills totaling \$80,601.95 were presented and reviewed by all members. After discussion, a motion was made by Mr. Frank R Ferrara and seconded by Fred Silck to accept the bills as presented. All in favor.

OLD Business:

Water Damage Insurance Claim: Repairs are completed at 26 Overlook from water damages. We incurred \$5k deductible. Tenants were notified they can move back in. Per lease, waived rent pro-rated for 26B Tenant – displaced for 1.85 months. Letter served 26D tenant regarding behavior and possible liability for money damages.

Project Status:

FISH 346102 667-2, 3 Community Bldg Elevator

Director Lyons informed Board that Elevator Upgrades on Project 346102 at 9 Golden Drive 667-2, - 1 Development (DHCD Project # 346102) are mostly completed, as evidenced by successful State Elevator Inspection Certificate Issued. Janet Moore, Engineer with Syska Hennesy Group has overseen project, from specifications and contract documents to completion. They have inspected the premises and declared work to be satisfactory and anticipate imminent issuance of Certificate of Substantial Completion (CSC), with minor punch list.

Director Lyons requests authorization to accept the Cert of Substantial Completion, upon presentation, as well as CFC once punch list items are completed. Requisition #3 for payment has been approved by DHCD Construction Adviser, payment to WHA within thirty days, less retainage.

Motion by Frank Ferrara to accept the work of Associated Elevator, as certified by Engineer Janet Moore, and authorize execution of the Certificates of Substantial and Final Completion. Discussion. Seconded by Fred Silck. All in Favor

Board members also voted unanimously to designate and authorize Executive Director Margaret Tiernan Lyons to execute Certificates and documents required to complete and pay for construction on this project

FISH 346114 Fence Project

Fence Project 346114 demolition will commence Tuesday July 28, 2020. Small delays anticipated, caused by back-ordered materials. Fencing and pressure treated lumber not manufactured during COVID quarantine. Picked up and this project will move quickly. Recommend that pedestrians use opposite side of street

Mrs Lyons reported on DHCD Meeting of 7/22/2020. Future Operating Subsidy will likely be impacted by COVID; \$10 mil gap in State revenue. FY 2020 Year end Certifications will be sent upon completion, pending final accounting now at Gordon/Griffin LLC Accountants. Eviction Moratorium extended by Governor Baker to 10/17/2020. Discussion of non-payment issue, Old cases and status of Executions not issued due to COVID.

MonCon Service had been awarded FY 20 Contract for Annual Boiler Maintenance. COVID prevented work from being completed. Work includes tune-up of 200-1 Family Development Munchkin Boilers, including hot water tanks. They completed work; several condensate pumps replaced.

Hot Water tank(s) (2 ea 80 gallon Vaughn) at 667-3 2 Kennedy failed. The Development uses 2 to service tenant units. The second HW tank is 17 years old. Contracted with Streeter Plumbing to replace the broken one, and ordered the second for availability if/when 2nd tank fails. They're expensive - >5K each. Due to emergency nature of equipment failure, and its impact on health and safety of senior residents, action was taken immediately.

Fire Alarm Radio Transmitter for Overlook Drive failed to send signal to Winthrop Fire Dept. during a stove fire call at 21D Overlook. All Tenants were notified by WHA in writing to call 911 until radio repaired. Inello Electric made temporary repairs, new transmitter ~\$5k, no need to bid for emergency < \$10k.

7 Golden Drive tenant heavy smoker in unit, violates State no smoking policies. ASHP damaged previously; tars and nicotine's build up and impeded operation. Last week 3rd service call in couple years – technician condemned unit. Tenant will be billed cost of replacement per lease damages conditions in lease.

Discussion of COVID activity. Discussion anticipated opening and other changes, incl. No large tenant gatherings, One new + case on Golden, laundry.

Lots of calls regarding tenant behaviors irritating neighbors, including name calling etc. Caused by cabin fever, fear, people want this pandemic to be OVER!

Mrs. Lyons confirmed the next Regular meeting shall be Monday August 24, 2020 7:00 PM

There being no further business, motion to adjourn was made by Mr. Ferrara and seconded by Mr. Gill at 7:45 PM. All in Favor