



**WINTHROP HOUSING
AUTHORITY
9 GOLDEN DRIVE
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FRANK R. FERRARA
RICHARD D. HONAN
PETER T. GILL
PETER A. CAGGIANO
MARYLOU HEIGHTON
MARGARET TIERNAN LYONS, Executive Director

Regular Board Meeting

Meeting Date: **August 22, 2022**

Remote Zoom Meeting per Notice Coordinates (attached)

CALL TO ORDER AT 7:00 0 PM by Chairman Gill

ROLL CALL:

Present: Peter T Gill, Marylou Heighton, Peter A. Caggiano, Frank R. Ferrara,

Absent: Richard D. Honan

Also present was Peg Tiernan Lyons, Executive Director. After Roll Call, a quorum was declared present and the Meeting was called to order by Chairman Gill

Public Comment:

Golden Drive Tenant John Morgan was also present. He had no comment

Minutes of the Regular meeting of July 20, 2022 were reviewed. Discussion. Motion to accept minutes was made by Peter Caggiano. Discussion. Motion was seconded by Frank Ferrara. Members voted unanimously to accept the motion, which passed 4-0 with one absence.

Financials:

The Disbursement record for the period July 20, 2022 through 8/19/2022 including bills totaling **\$411,961.88** and were presented and reviewed by all members. Includes last quarter Water and Sewer bills (\$90,922) and Retirement payment (\$223,475) After discussion, a motion was made by Frank Ferrara and seconded by Peter Caggiano to accept the bills with authorization as presented. All in favor. Members signed Disbursement record.

Director Lyons presented Certification from Preparer (Gordon Griffin LLC Certified Public Accountants) and Executive Director's statement that the facts and information in Financial Statements are correct, complete. Specifically:

4th quarter, Year End Operating Statement
Top 5 Highest Paid Employees Certification Form

Lead Paint Compliance forms Certifications.

Certification of Year End Financial Statement and Tenant Account Receivables Data

Discussion.

By Roll Call, each member does certify under pains and penalties of perjury that facts presented in financial statements, including Top Five highest salary certifications, Lead Paint Compliance, 4th Quarter Year End Statements and TAR Accounts Receivable date is true and accurate to the best of their knowledge, and have so authorized by signatures, agreeing to CERTIFY TO BOTH:

Mrs. Lyons called for members to vote:

Peter Gill - Aye

MaryLou Heighton - Aye

Frank Ferrara - Aye

Richard Honan - Absent

Peter Caggiano - Aye

Documents were signed by all members present; signatures of absent members shall be obtained before submitting to DHCD.

OLD BUSINESS:

DHCD Work Order 346119 Flood Survey Sustainability Initiative

The Contractor is working directly with DHCD on this Flood Survey. We look forward to receiving results. Their engineers have been on-site taking measurements to obtain survey data.

346117 Waterproof Patio 9 Golden 3rd floor Leaks

Work Order was submitted and bid by Architect Ray Guertin. Architect Ray Guertin fee proposal was accepted (see 5/3/22 minutes) and pending assessment report is due this week. Based on his recommendations and budget, DHCD will authorized the next phase – Preparation of Construction Documents for Bidding.

346118 667-3 Overlook Drive Stairway Repairs and Renovations

2nd means of egress wooden stairs show signs deterioration. Work order is assigned to an architect for proposal and pricing Budget \$197,000 for hard and soft costs.

NEW BUSINESS:

WHA Gardens Tenants Association is Hosting the Winthrop Board of Health for an Emergency Preparedness Training of Wednesday August 24th at 11 AM

DHCD granted Winthrop Housing Authority (WHA) a 3 year Waiver in 2019 from participating in Regional Capital Assistance Team (RCAT) assistance. WHA has a long history of meeting its obligations regarding Budgets, regulatory submittals, Capital Planning, Project creation and oversight, updating CIMS and CPS programs, Maintenance of properties as reflected in successful AUP and PMR audits.

Director Lyons presented to Board Members the Addendum to DHCD Public Housing Notice 2019-05 that solicits applications from LHA's that wish to opt out of RCAT participation. Mrs. Lyons has discussed with WHA Gardens Tenants Association, and will obtain support signatures Wednesday. Tenants express confidence in WHA and supports an RCAT waiver request.

WHA wishes opt out of participation from RCAT Program, choosing to manage Capital and Maintenance projects in house. Motion by Member Peter Caggiano to authorize Director Peg Lyons to complete DHCD's application and request another 3 year RCAT Waiver Discussion. Motion was seconded by Frank Ferrara. Vote: All in Favor. Chairman Peter Gill declares the Ayes have it and motion passes

AYES: Frank Ferrara, Frederick Silck, Peter T Gill, Peter Caggiano

NAYS: None

ABSENT: Richard Honan

Director Lyons requested that Member consider an Executive Session to discuss Litigation. Members will return to adjourn public session of meeting.

Mrs. Lyons and staff members attended DHCD Training on Fair Housing that included recommendations to avoid discrimination claims. Will forward Power Point presentation upon availability.

Motion by Peter Caggiano to go enter into Executive Session to discuss legal matter.
By Roll Call:

Peter Caggiano - Aye

Peter Gill - Aye

Richard Honan -Absent

Marylou Heighton -Aye

Frank Ferrara -Aye

Member returned from Executive Session

There being no further business, motion to adjourn was made by Frank Ferrara and seconded by Peter Caggiano at 8:15 PM