

**MARSHFIELD HOUSING AUTHORITY
17 TEA ROCK GARDENS
MARSHFIELD, MA 02050
BOARD OF COMMISSIONERS MEETING, October 3, 2023, 5:00PM**

A Regular Meeting of the Marshfield Housing Authority was duly called and held on Tuesday, October 3, 2023, at 5:00 p.m. prior to the roll call, Commissioner Richardson announced that the meeting was being videotaped and recorded. Upon a call of the roll, the following Commissioners were found Present and Absent:

<u>Present</u>	<u>Absent</u>
Kerry Richardson	
Cecilia Delgadillo-Calbimonte	
Joseph Pecevich	
Helen Bennett	

Commissioner Richardson requested that anyone planning to video tape the meeting, please send it to the Chair as an item to be on the agenda.

Approval of Minutes of the September 5, 2023, Regular Board Meeting

Commissioner Pecevich made a motion, seconded by Commissioner Delgadillo, to approve the Minutes of the September 5, 2023, Regular Board Meeting. After discussion, the motion to approve the Minutes of the September 5, 2023, regular meeting as amended passed, unanimously.

Tenant's Association

The Tenant's Association has begun Bingo twice a month and celebrating birthdays for the month. The October Tenant's Association regular meeting has been changed to October 21, 2023, due to availability of members.

Tenant Donald Clark asked to be recognized to read a prepared statement. Commissioner Richardson asked the statement be recorded into the minutes. The statement is as follows:

"Commissioner Pecevich I have a question for you. Why do you want to be on the board of commissioners for the MHA when you continue to criticize and make false claims against the board? You continue to claim on your control room podcasts that you did on 9/13 and 9/27 that you haven't received a copy of the contract between the MHA and QHA when you received it at the latest at the select board meeting on 8/31 and was clearly looking through it at that meeting. You claim on 9/13 control room podcast that the comments you made about a lot of people in public housing are well to do if you count their lottery tickets and being so called disabled were inaccurate and no clear video was presented at the 8/31 select board meeting when in fact a clear clip was played twice at the 8/31 select board meeting. Your continued false claims of wrong doing by the MHA goes against what a board commissioner job is and what you said to the select board on 8/31 where you claimed you were going to tone it down. I will end with a request for the good of MHA board of commissioners and the betterment of the community as a whole I respectfully ask that you resign."

Commissioner Richardson asked Commissioner Pecevich if he would like to comment. Commissioner Pecevich replied "no."

Commissioner Richardson made a motion, seconded by Commissioner Bennett, to approve the Accounts Payable for the month of September, check numbers 15549-15588, totaling \$39,152.22. The motion passed unanimously.

Commissioner Delgadillo made a motion, seconded by Commissioner Bennett, to authorize the Executive Director to submit a High Leverage Asset Preservation Program (HILAPP) application for funding to Executive Office of housing and Livable Communities (EOHLC) for \$369,606.00. Submission of this application will also be contingent upon receiving an approval letter from the Marshfield Local Tenant Organization (LTO) confirming tenant participation for requested Capital needs. The motion passed unanimously.

Commissioner Richardson made a motion, seconded by Commissioner Bennet of approval of the Executive Office of Housing and livable Communities (EOHLC) Wage Match Regulations as noted in Public Housing Notice 2023-03 and 2019-16, indicating all authorized employees have read and signed the Wage Match Acknowledgement Regarding Confidentiality of Information, DOR Disclosure and Security Training for Safeguarding Information, and that the signed acknowledgments are on file for Fiscal Year 2024. The motion passed unanimously.

Agenda Item #8 Discussion of transfer of Marshfield Housing Partnership Funds previously held at the MHA in two separate accounts to the Town of Marshfield.

Commissioner Richardson explained that the Marshfield Housing Partnership (MHP) funds held by MHA were transferred to the MHP and that these funds were held by the MHA for 1) creation of affordable housing building conversion and 2) conversion only. The funds transferred were \$307,504.18 held in the MMDT account were for purpose number 1 and \$165,119.72 held in the Rockland Trust account for purposes number 2, noted above.

Commissioner Pecevich commented that as a result of his public records requests, he has documents that indicated to him that the funds held could have been used by the MHA. Mr. Marathas disagreed and said that the document that Commissioner Pecevich did not in fact indicate any such use of the funds by the MHA.

Commissioner Richardson, who has been a State Appointee to the MHP for some time explained that the MHA held the money for many years because at the time of creation of funds there was no other commission to safeguard the funds. MHA has never voted to spend or move the money; it has always been the MHP's funds. MHA wanted the funds moved because our accountant said we could no longer hold the funds. The town created an article at the Town Meeting to approve the Marshfield Housing Trust at which time former Commissioner Cantwell told the bank to move the funds to the Town. Commissioner Richardson would meet with the town counsel and would let Commissioner Pecevich know about the meeting.

Agenda Item #9 Discussion on scheduling a Joint Meeting of the MHA Board of Commissioners and the Select Board of the Town of Marshfield on Tuesday, October 10, 2023 to recommend to the Select Board appointing John Daley to fill the Vacancy on the Marshfield Board of Commissioners.

Commissioner Pecevich offered his opinion of the various regulations and laws surrounding the appointment of a commissioner to a vacant position. As discussed at the September meeting of the Board of Commissioners, a letter would be sent to the Select Board informing them of the vacancy. Several

members of the Board were unavailable to attend the October 10, 2023 Select Board meeting, but were in favor of recommending John Daley to fill the vacancy. The Executive Director will prepare a letter to the Select Board regarding the Commissioners recommendation. Commissioner Pecevich asked how it came about that the Select Board placed the agenda item on the Select Board agenda, to which there was no answer.

Commissioner Bennett made the motion, seconded by Commissioner Delgadillo to recommend John Daley, to the Marshfield Select Board to be considered to fill the Commissioner vacancy on the MHA Board of Commissioners. With a vote of 3-1, with Commissioner Pecevich voting no, the motion passed.

Agenda Item #10 Discussion on Public Housing Notices (PHN) – Do each of the Commissioner receive these notices directly from the EOHLC via email?

General discussion indicated that Commissioners do receive the notices via email from EOHLC, but not consistently and it is up to EOHLC to send to the Commissioners.

Agenda Item #11 Discussion on accepting monthly agenda items from individuals on the Board of Commissioners – How far in advance do Commissioners need to send in suggested agenda items to the Chairperson?

Commissioner Richardson would like to see the items submitted at least one week before the projected meeting date, as the agenda must be posted 48 hours in advance of the meeting, not including holidays and weekends.

Agenda Item #12 Discussion on:

- i. Has each Commissioner certified that they have received a copy of the Open Meeting Law?
- ii. How Board of Commissioners interact with Executive Director via:
 - a. Phone
 - b. Email
 - c. In person
- iii. When we will conduct our annual review of:
 - a. By-Laws
 - b. Policies and Procedures

General discussion indicated that yes, the Commissioner have received copies of the Open Meeting Law via the Attorney General's website. Commissioners will be sent the Certification form for each Commissioner to sign.

Commissioner Richardson, as Chair, would like to have all requests, comments, requests for documents, Public Records Requests, and concerns to the Executive Director be through the Chair as a normal practice. Many issues can be resolved through the Chair and do not require contact with the Executive Director. Communication with the Executive Director is normally conducted through the Chair of the Housing Authority. Commissioner Richardson can be reached via email, phone or in person.

Commissioner Pecevich expressed concerns that he has not received items he has requested such as Management Agreements and wage agreements. Commissioner Richardson explained that Commissioner Pecevich was provided with the initial Management Agreement, but the extended 5-year agreement was

voted on and signed during COVID and was not sent to EOHLC for final execution. Once the agreement is fully executed, it will be provided to all Commissioners.

Commissioner Richardson would like to be on the Quincy Housing Authority's Board of Commissioners agenda to be able to express gratitude to the QHA Board.

There was general agreement to review the bylaws. Mr. Marathas reminded the Board of Commissioners that policies are on the website, Marshfieldha.com and when there is a need for policy change, or a new policy, the Executive Director brings that to the attention of the Board. Mr. Marathas also reminded the Board that back in 2020, several policies were created, changed and are up to date.

Old/New Business

There was no old business.

Under new business, Commissioner Delgadillo asked about receiving Board packets electronically, specifically when it is as large as this month's package. A survey of Commissioners indicated that the remaining Commissioners prefer hard copies. Every effort will be made to be mindful of the amount of paper used in the Board packets.

Executive Director's Report

Mr. Marathas reported on the following:

- Held cookout for the residents, meet and greet
- Water heater replacement at 30 Old Colony Road
- Elite fire inspection at Tea Rock and Grace Ryder
- Replacement of transmission line on MHA truck
- Painting of entry areas in progress
- Food delivery to all residents
- Received two vacancies on Monday

There being no further business, Commissioner Richardson made a motion, seconded by Commissioner Bennet to adjourn. The motion passed unanimously, and the meeting adjourned at 6:18 p.m.

Respectfully submitted,

Colleen M. Whalen
Assistant Executive Director