

Minutes FY 2016

July 1 – June 30

Marlborough Community Development Authority

MINUTES OF MEETING

Thursday, January 29, 2015 8:30 a.m.
140 Main St., Mayor's 4th FL Conference Room

Members Present: Mayor Vigeant, Lynn Faust, Joyce Torelli, Sally Swartz, Eric Asman.

Others present: Anne Marie Blake, Douglas Bushman, press, 1 other

Meeting opened at 8:32 a.m. by Mayor Vigeant

Minutes of December meeting to be amended
Minutes of January Special Meeting approved
CDA bills payable approved

After a discussion on the Winter Street property and the bids that were received, on a motion by Joyce and seconded by Eric the Board voted to lower the price to \$299,000 and go back out to bid. The motion passed with 4 yeas and a nay from the Mayor. On a motion by Lynn and seconded by Eric, the Board also agreed to three multiple bid due dates, every 30 days.

The Personnel Committee met and Lynn presented background information for hiring a Human Resources Consultant for the restructure, a scope of work for the consultant and requirements of Candidates.

Doug told the Board that due to time constraints the transition was one sided from CDA to Housing. Lynn said that they had requested job description for Doug and that he had not responded. The Mayor then told Lynn that the Personnel Committee meeting was not legal because it was not posted. He then told Lynn to stick to the transition plan. Committee recommended that they receive personnel profiles for all staff in order to hire consultant. The consultant purpose is to make the CDA more effective and they need someone to search for grants money. Eric said it will take an outside person to review everything to improve the CDA's future performance. Lynn made a motion to hire consultant to look at staffing and how it operate to make for effectively in future. Eric seconded. Passed. Joyce make a motion to hire a grant person to find grants to help fulfill the financial needs, Lynn seconded, motion passed.

The Board voted to hold a Special Meeting on Feb 11, 2015 at 8:30 to discuss job description.

Housing Director's Report:

Motion to approve housing bills payable, passed, 1 nay.

Motion to approve smoking policy for State Public Housing, passed. Pleasant & Bolton St. properties tenants may smoke on their decks. Liberty Hill has a smoking area under the awning.

Motion to approve Net Metering Solicitation for 667 Rental Properties, passed. Solicitors to submit proposals, 1 mg watt, company to pay for legal fees.

The draft Sect. 8 Administration Plan will be distributed to Board members in February to be approved at the March meeting

Marlborough Savings Bank account to close, Doug needed more signatures.

Housing Director's report approved with one Nay from Lynn Faust.

Financial Manager's Report:

After the discussion on Winter St. Anne Marie suggested multiple due dates to reduce cost of advertising and making new bid packages. On a motion by Lynn and seconded by Eric, the Board authorized the reissuance of the RFP for Winter St. to include 3 multiple proposal submission dates to allow for continued advertising and receipt of proposals at multiple specified deadlines. Eric looked at a calendar and the dates were set for March 20, April 24 and May 29th. Motion passed.

Clinton St. bids are due on February 24th.

The transition plan continues with training.

Financial Manager's report accepted.

Meeting adjourned at 9:53 a.m.

Respectfully submitted,

Anne Marie Blake

Minutes of Marlborough Community Development Authority

Regular Meeting – Wednesday, July 8th, 2015

Meeting Posted on

Meeting Opened: 8:32 a.m. - Meeting Closed: 10:18 p.m.

A. Attendance of July 8th Board Meeting

MCDA Board Members & Staff

Mayor/Chair Arthur G. Vigeant

Paul Sliney

Renee Peridcaro

Dennis Cavanaugh

Brian Doheny, City Treasurer

Diane Smith, City Auditor

Douglas M. Bushman, Director

Aldo A. Cipriano, Attorney for CDA

☒ APPROVED



Members of the General Public and Invitees

Bruce Livingston, ABCD Representative

Tim Cummings, Executive Director, Marlborough Economic Development Corporation

Brian A. Langelier, proposed Buyer of Lot 16 Clinton Street.

MCDA Board Minutes

Minutes of Marlborough Community Development Authority

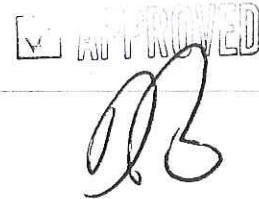
Regular Meeting – Thursday, September 23rd 2015

Meeting Posted on September 20th 2015

Meeting Opened: 8:45 a.m. - Meeting Closed: 10:24 p.m.

Attendance of Regular September 23rd, 2015 MCDA Board Meeting

1. Mayor/Chair Arthur G. Vigeant
2. Paul Sliney (Tenant Representative)
3. Stefanie Ferrecchia (Real Estate Rep.)
4. Renee Peridcaro (Absent)
5. Dennis Cavanaugh
6. David Morticielli (Finance Rep.)
7. Douglas M. Bushman, Director
8. Diane Smith, (City Auditor) – Non Voting Member
9. Brian Doheny, (City Comptroller/Tres.) – Non Voting Member
10. Jenna H. Milne, CPA Milne, Shaw & Robillard, PC



Summary of Motions

1. Motion to Approve Minutes of August 13th, 2015 MCDA Meeting – Approved

A. Housing

2. Motion to Approve Payables for Housing – Approved Unanimously
3. Motion to Approve Close Out of FY 2015 Financials - Approved Unanimously
4. Motion to Approve FY 2016 Comprehensive Budgets - Approved Unanimously
5. Motion to Approve Lease Agreement with Baypath - Approved Unanimously
6. Motion to Approve Change Order for Drainage Project - Approved Unanimously

A. CDA

7. Motion to Approve Payables for CDA - Approved Unanimously

Marlborough Community Development Authority

MINUTES OF MEETING

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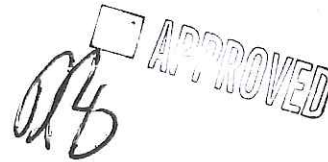
Anne Marie Blake

MCDA Board Minutes

Minutes of Marlborough Community Development Authority
Regular Meeting – Thursday, December 17th, 2015
Meeting Opened: 8:45 a.m. - Meeting Closed: 10:24 p.m.

Attendance of Regular December 17th, 2015 MCDA Board Meeting

1. Mayor/Chair Arthur G. Vigeant
2. Paul Sliney (Tenant Representative)
3. Stefanie Ferrecchia (Real Estate Rep.)
4. Renee Perdicaro (Absent)
5. Dennis Cavanaugh
6. David Morticelli (Finance Rep.)
7. Douglas M. Bushman, Director
8. Diane Smith, (City Auditor) – Non Voting Member
9. Brian Doheny, (City Comptroller/Tres.) – Non Voting Member

 APPROVED

Also in attendance was Jennifer Ericson from the Metropolitan Area Planning Council.

Summary of Motions

1. Approval Minutes of the September 24th 2015 Meeting - Approved Unanimously

A. Housing

1. Motion to Approve Payables for Housing Approved Unanimously
2. Motion to Approve FY 2016 October & November Approved Unanimously
3. Motion to Approve New Section 8 Utility Standards Approved Unanimously
4. Motion to Approve Credit Card Policy

Approved pending final approval and review by MCDA Board members with submittal of comments to the Director for changes.

5. Motion to Approve Cert of Sub Completion Pleasant St. Approved Unanimously

B. CDA

6. Motion to Approve Payables for CDA Approved Unanimously

MCDA Board Minutes

Minutes of Marlborough Community Development Authority

Regular Meeting – Thursday, March 31st, 2016

Meeting Opened: 8:45 a.m. - Meeting Closed: 09:52:a.m.

Attendance of Regular March 31st 2016 MCDA Board Meeting

- | | |
|---|--|
| 1. Mayor/Chair Arthur G. Vigeant | 2. Paul Sliney (Tenant Representative) |
| 3. Stefanie Ferrecchia (Real Estate Rep.) | (Absent) |
| 4. Renee Perdicaro | |
| 5. Dennis Cavanaugh | 6. David Morticelli (Finance Rep.) |
| 7. Douglas M. Bushman, Director | |
| 8. Diane Smith, (City Auditor) – Non Voting Member | |
| 9. Brian Doheny, (City Comptroller/Tres.) – Non Voting Member | |

Summary of Motions

- | | |
|--|----------|
| A. Motion to Approve Minutes of February 25th 2016 Meeting | Approved |
|--|----------|

B. Housing

- | | |
|------------------------------------|----------|
| Motion to Approve Housing Payables | Approved |
| Motion to Approve HUD Annual Plan | Approved |

C. CDA

- | | |
|--------------------------------|----------|
| Motion to Approve CDA Payables | Approved |
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MCDA Board Minutes

Minutes of Marlborough Community Development Authority

Regular Meeting – Thursday, March 31st, 2016

Meeting Opened: 8:45 a.m. - Meeting Closed: 09:52:a.m.

☒ APPROVED
AB

Attendance of Regular March 31st 2016 MCDA Board Meeting

- | | |
|---|--|
| 1. Mayor/Chair Arthur G. Vigeant | 2. Paul Sliney (Tenant Representative) |
| 3. Stefanie Ferrecchia (Real Estate Rep.) | (Absent) |
| 4. Renee Perdicaro | |
| 5. Dennis Cavanaugh | 6. David Morticelli (Finance Rep.) |
| 7. Douglas M. Bushman, Director | |
| 8. Diane Smith, (City Auditor) – Non Voting Member | |
| 9. Brian Doheny, (City Comptroller/Tres.) – Non Voting Member | |

Summary of Motions

A. Motion to Approve Minutes of February 25th 2016 Meeting Approved

B. Housing

Motion to Approve Housing Payables	Approved
Motion to Approve HUD Annual Plan	Approved

C. CDA

Motion to Approve CDA Payables Approved

☒ APPROVED
AB

MCDA Board Minutes

Minutes of Marlborough Community Development Authority

Regular Meeting – Thursday, April 28, 2016

Meeting Opened: 8:45 a.m. - Meeting Closed: 10:38:a.m.

Attendance of Regular April 28th, 2016 MCDA Board Meeting

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|--|--|
| 1. Mayor/Chair Arthur G. Vigeant (Absent) | 2. Paul Sliney (Tenant Representative) |
| 3. Stefanie Ferrecchia (Real Estate Rep.) | 4. Renee Perdicaro |
| 5. Dennis Cavanaugh | |
| 6. David Morticelli (Fin. Rep.) (Absent) | |
| 7. Douglas M. Bushman, Director | |
| 8. Diane Smith, (City Auditor) – Non Voting Member (Absent) | |
| 9. Brian Doheny, (City Comptroller/Tres.) – Non Voting Member | |

Summary of Motions

- | | |
|--|----------|
| 1. Motion to Approve Minutes March 31, 2016, Meeting | Approved |
| Renee Perdicaro agreed to take the minutes of the meetings beginning with the May 26, 2016 MCDA meeting. The Board agreed with this recommendation. | |

A. Housing

- | | |
|---------------------------------------|----------|
| 2. Motion to Approve Housing Payables | Approved |
| 3. Motion to Approve Lead Paint Laws | Approved |

B. CDA

- | | |
|---|----------|
| 4. Motion to Approve CDA Payables | Approved |
| 5. Motion to Approve Waiver of Peltak Loan | Denied |
| Peltak's legal counsel, Law Offices of Bailey and Burke, were not able to attend the meeting and requested a stay of the motion. However, the Board agreed to discuss and vote on the matter. The vote was unanimous to reject the request to waive the debt and to close the matter for future discussion on the issue of waiving the Peltak loan to the CDA. | |

MCDA Board Minutes

Minutes of Marlborough Community Development Authority

Regular Meeting – Thursday, May 31, 2016

Meeting Opened: 8:45 a.m. - Meeting Closed: 10:21 a.m.

Attendance of Regular May 31st 2016 MCDA Board Meeting

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|---|--|
| 1. Mayor/Chair Arthur G. Vigeant | 2. Paul Sliney (Tenant Representative) |
| 3. Stefanie Ferrecchia (Real Estate Rep.) | 4. Renee Perdicaro |
| 5. Dennis Cavanaugh | 6. David Morticelli (Fin. Rep.) |
| 7. Douglas M. Bushman, Director | |
| 8. Diane Smith, (City Auditor) – Non Voting Member | |
| 9. Brian Doheny, (City Comptroller/Tres.) – Non Voting Member | |

☒ APPROVED

Summary of Motions

DB

1. Motion to Approve Minutes of April 28th 2016, Meeting

(Approved)

A. Housing

-
2. Motion to Approve Payables for Housing
3. Motion to Approve Maintenance Wage Rates

(Approved)

(Approved)

B. CDA

-
4. Motion to Approve Payables for CDA

(Approved)