

MCDA Board Meeting Minutes

Minutes of Marlborough Community Development Authority

Regular Meeting – Thursday, August 22nd, 2019

Meeting Opened: 8:45 a.m. | Meeting Closed: 9:11 a.m.

Attendance of Regular August 22nd, 2019 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 (Regular Member) (ABSENT) |
| 5. David Morticelli (Fin. Rep) | 6. Joshua Daigle (Regular Member) |
| 7. Vonnice Morris, MCDA Employee | 8. Chad Carter, MCDA Employee |
| 9. Diane Smith, (City Auditor) – Non-Voting Member | |
| 10. Brian Doheny, (City Comptroller/Treas.) – Non-Voting Member (ABSENT) | |

Summary of Motions

General

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| 1. Motion to Approve Minutes for July 25 th , 2019 Meeting | (Approved) |
| 2. Motion to Approve Payables for All Programs – July 2019 - FY20 | (Approved) |
| 3. Monthly report from MCDA Executive Director | |

Housing

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| 1. Motion to Approve 2019 Fiscal Year End Financial Statements | (Tabled) |
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Community Development Authority

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| 1. Attorney Mitrakas Contract |
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The Board Meeting took place on the fourth floor at City Hall in the Mayor's Conference room on Thursday, August 22nd, 2019 with the meeting starting at 8:45 a.m.

Board member Paul Sliney motioned to approve the minutes for July 25th, 2019 Meeting. ***The motion was made carried and approved with no abstentions.***

Board member Paul Sliney motioned to approve Payables for All Programs – July 2019 – FY20. ***The motion was made carried and approved with no abstentions.***

Executive Director Vonnie Morris noted that the Budget Certification pages & Top 5 Compensation Form needed to be looked over and signed. She continued with updates on the budget. All programs revenues were \$1.5M and total expenditures were around \$1.3M. State program net income is \$208,237.00, 689 reserve balance is \$32K, MRVP reserve is \$16K, HUD Section 8 reserve is 40K. The admin revenues came in at a deficit of \$2K. This was due to an increase in insurance and decrease in repayment agreement funds. The CDA reserves are at \$179K.

Executive Director Vonnie Morris gave an update on the upcoming audit dates to be scheduled in October and November 2019.

Executive Director Vonnie Morris noted that there were 3 vacancies in July, and of the 102 work orders that were processed, 95 were completed. Board member Paul Sliney asked if uncompleted work orders get carried over. They do and they are the first to be completed.

There was a 112% collection rate for State Rents. This is due to repayment agreements being paid on time. There were no new repayment agreements or bounced checks in July.

MCDA employee Jennifer Sleeper is working to obtain written quotes for moving services for the Pleasant St. Modernization project. She has received a quote over the phone from DN Van Lines.

The 100% construction documents deadline for FISH #170060 was missed by Tise due to a death in the company. Tise reached out to DHCD and they agreed on an extension.

100% construction documents for FISH #170081 were submitted to DHCD. The project is ready to have an ad placed in the central registry and have bid dates set.

MCDA employee Chad Carter gave a brief update on the CDBG which includes: Housing Rehabilitation Program, Devens & McEnelly St. Infrastructure Project and the Substance Abuse Prevention Program. He also gave updates on the Goldman Sachs reconciliation and SHI list.

Mayor Arthur Vigeant gave some insight on the SHI list. Avalon's affordability was negotiated to go until 2040. He asked that the MCDA keep an eye on the City's affordability ratio and make sure we maintain at least 10%, as well as make sure Paul Pavia, CPA, comes to the next meeting.

Board member Paul Sliney motioned to adjourn. ***The motion was made carried and approved with no abstentions.***

Meeting Closed: 9:11am