

MCDA Board Minutes

Minutes of Marlborough Community Development Authority

Regular Meeting – Tuesday, January 22nd, 2019

Meeting Opened: 8:45 a.m. | Meeting Closed: 10:30 a.m.

Attendance of Regular January 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) |
| 5. David Morticelli (Fin. Rep) | 6. Chad Carter, MCDA Employee |
| 7. Andrew Skoog, MCDA Employee | |
| 8. Vonnie Morris, MCDA Employee | |
| 9. Diane Smith, (City Auditor) – Non Voting Member | |
| 10. Brian Doheny, (City Comptroller/Treas.) – Non Voting Member | |

Summary of Motions

General

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| 1. Motion to Approve Minutes for December 19,2018 Meeting | (Approved) |
| 2. Motion to Approve Payables January 2019, FY 2019 | (Approved) |
| 3. Monthly reports from MCDA Staff (Finance, Public Housing, Section 8) | |
| 4. Executive Director Position and Search | |

The Board Meeting took place on the fourth floor at City Hall in the Mayor's Conference room on Tuesday, January 22nd, 2019 with the meeting starting at 8:45 a.m.

Board member Paul Sliney asked to have a specific sentence struck from the December 19th, 2018 minutes. He then motioned to approve the December 19th, 2018 minutes as amended. ***The motion was made carried and approved with no abstentions.***

Board member Paul Sliney motioned to approve December Payables for All Programs. ***The motion was made carried and approved. Board member David Morticelli abstained.***

MCDA employee Chad Carter gave an update on the following topics: Bluewave contract, Randall mediation, NSP transition plan and CIP updates.

MCDA employee Vonnie Morris noted that she will planning on leasing 2-3 vouchers as well as gave a brief update on the status of the Section 8 program. Mayor Arthur G. Vigeant asked if a plan was in place for the government shutdown and any effects that may have on the Section 8 program. Vonnie noted that you can't use non-state funds for HAP payments. Mayor Arthur G. Vigeant asked what the monthly HAP payment is. It is normally around \$124k. He asked if funds can be borrowed to cover one month in case the government shutdown continues. City Comptroller Brian Doheny was unsure. The Mayor stated that a plan will be put in place because the landlords shouldn't have to wait and that he would bring it up to the City council if need be.

MCDA employee Andrew Skoog gave an update on the vacancy reports. The 50% construction documents for the Pleasant St HILAPP modernization project are still waiting for approval. Mayor Arthur G. Vigeant noted that he plans to have the City architect help out on this project.

Mayor Arthur G. Vigeant mentioned that the Executive Director position has been posted. His office has been receiving resumes, but he plans to have an interim director even if just for a few weeks until an ED is chosen.

MCDA employee Chad Carter was concerned about approving invoices and where that duty will fall without an Interim Director. It was decided that two (2) signatures will be needed to approve invoices between MCDA employees: Chad Carter, Andrew Skoog and Vonnie Morris.

Mayor Arthur G. Vigeant asked about the overtime sheets, and who signs off on them. Going forward, paper backup for overtime should be included with the payroll report for the Mayor to sign off on.

Mayor Arthur G. Vigeant asked if there are any questions.

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

Meeting Closed: 9:45 am