

**AMCDA Board Minutes**

Minutes of Marlborough Community Development Authority  
Regular Meeting – Friday, April 6<sup>th</sup>, 2018  
Meeting Opened: 8:45 a.m. | Meeting Closed: 10:04 a.m.

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**Attendance of Regular February 22<sup>nd</sup>, 2018 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. Douglas M. Bushman, Executive Director                      |  |
| 7. Diane Smith, (City Auditor) – Non Voting Member (ABSENT)    |  |
| 8. Brian Doheny, (City Comptroller/Treas.) – Non Voting Member |  |
| 9. Chad Carter, MCDA Employee                                  |  |
| 10. Attorney Aldo A. Cipriano                                  |  |

**Summary of Motions**

**General**

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| 1. Motion to Approve Minutes for February 22 <sup>nd</sup> , 2018 Meeting | (Approved) |
| 2. Motion to Approve Payables for All Programs                            | (Approved) |
| 3. Motion to Approve FY18 July-Feb 2018 Financials                        | (Approved) |
| 4. Motion to Approve Real Estate Transfer                                 | (Approved) |

**A. Housing**

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| 1. Motion to Approve Updated HCV S/8 Utility Schedule                 | (Approved) |
| 2. Motion to Approve Updated Maintenance Wage Rates                   | (Approved) |
| 3. Motion to Approve Authorization to Select Lowest/Responsive Bidder | (Approved) |

**B. CDA**

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|---|------------|
| 1. Motion to Discuss and Resolve Litigation and Lending Issues        | (Approved) |
| 2. Motion to Approve Refinance LIP Unit – 8 Lilac Circle              | (Approved) |
| 3. Motion to Conduct Executive Session to Discuss Litigation Strategy | (Approved) |

The Board Meeting took place on the third floor in Memorial Hall at City Hall on Thursday, April 6<sup>th</sup>, 2018 with the meeting starting at 8:45a.m.

Board member Paul Sliney noted a correction to the minutes of February 22<sup>nd</sup>, 2018 board meeting. The word "City" was corrected to "OPEB". He then motioned to approve the revised meeting minutes February 22<sup>nd</sup>, 2017. ***The motion was made carried and approved with no abstentions.***

Mayor Arthur Vigeant motioned to move up the Executive Session. ***The motion was made carried and approved with no abstentions.***

Executive Session Start: 8:47 am

Ongoing legal matters were discussed.

Executive Session End: 9:21 am

Executive Director Douglas Bushman motioned to approved payables for all programs. ***The motion was made carried and approved. (Board member David Morticelli abstained)***

Executive Director Douglas Bushman gave an update on fiscal year 18's financials. Board member Paul Sliney motioned to approve FY18 July-Feb 2018 financials. ***The motion was made carried and approved with no abstentions.***

The MCDA is working with John Ghiloni to move parcels to the City. (See list of parcels on page 4 of report) Mayor Arthur Vigeant stated that Doug is looking for \$300,000.00 to leverage into HILAPP monies. The City is still debating on keeping Winter St. on the list. It's problematic with the baseball field and the lights in such a close vicinity. The City would purchase these parcels using open space funds. John Ghiloni agreed to purchase these lots to clean up ownership. A developer is being worked with on the burnt down lot located on Main Street. It would be advantageous to purchase these lots all at once.

Executive Director Douglas Bushman noted that this sale would include the parking lot and extinguish MCDA's rights to these properties. However, the MCDA would maintain the two (2) parking garages that were built with CDBG monies.

Mayor Arthur Vigeant mentioned that the Masonic Lodge owns a portion of the parking garage and that there are many weird parcels behind City Hall. The parking lot next to Chin's wouldn't be touched and would remain owned by the MCDA.

Board member Paul Sliney noted that he wished the map of all the parcels was sent previously to look over. Executive Director Douglas Bushman then explained each parcel included in this sale in detail using the map that was brought to the meeting.

Mayor Arthur Vigeant noted that he is looking to re-do the stairs on one such parcel. Board member Paul Sliney noticed a mistake where "excluded" should read "included".

Board member David Morticelli asked how the MCDA came up with the valuation of \$300,000.00. Executive Director Douglas Bushman noted that the MCDA needs \$400,000.00 to leverage into \$1 million HILAPP funds. Mayor Arthur Vigeant asked if the MCDA needs \$300,000.00 or \$400,000.00. Executive Director Douglas Bushman noted that if the parcels are sold for \$300,000.00, then the MCDA can cover the \$100,000.00. Board member David Morticelli asked if they used tax assessed values to come up with the valuation. If audited, you want to show how you calculated the valuation of these parcels.

Board member Stefanie Ferrecchia mentioned that Winter St. alone should be somewhere around \$300,000.00. Mayor Arthur Vigeant stated that he will put figures on it and come up with a valuation. He is also okay with the MCDA asking for the full \$400,000.00 needed. Board member Paul Sliney agreed and noted that the MCDA should ask for the \$400,000.00. Mayor Arthur Vigeant added that he spoke with Mike about the \$300,00.00, and he should be fine with adding another \$100,000.00 to leverage the full \$1 Million. City Comptroller Brian Doheny noted this exchange will be advantageous for both sides.

Executive Director Douglas Bushman mentioned that once the MCDA has the \$400,000.00 – they will be able to move forward with the HILAPP project. Mayor Arthur Vigeant motioned to amend the sale price from \$300,000.00 to \$400,000.00. ***The motion was made carried and approved with no abstentions.***

Executive Director Douglas Bushman noted that the MCDA is updating the Section 8 admin plan, and there is a good caliber of section 8 applicants.

Vacancies are currently low, and the MCDA hopes to end the fiscal year with a 10% vacancy rate.

The MCDA website is up and running. The MCDA must change their business cards among other small changes to include the new domain.

The MCDA adopted changes to the OPEB policy during last month's board meeting, and is waiting for the City to discuss with Bartholomew the process of integrating the MCDA's OPEB account. City Comptroller Brian Doheny noted that it's all set. Executive Director Douglas Bushman stated that the check cut for the OPEB account will be sent to his offices immediately.

Executive Director Douglass Bushman gave a brief update on the new Section 8 utility allowance schedule. Board member Paul Sliney motioned to approve the adoption of a new Section 8 utility allowance schedule. ***The motion was made carried and approved with no abstentions.***

Executive Director Douglas Bushman continued with an update on Bluewave Capital, Inc. It is normal to see an underperformance in the first-year due to testing, repairs and upgrades. 2017 has a poor solar performance, and a higher than expected snow soiling, which decreased the generation of energy. Please see the full report on Attachment E.

The CIP will be brought to the board for approval in May 2018.

Alarm testing was completed on all four properties and some issues were found. They are all being addressed.

The state just approved the budget that the board approved last month. There will be an increase on the foreman wage rate and others. Board member Paul Sliney asked if this is retro to July 2017 or January 2018. Executive Director Douglas Bushman answered, "January 1<sup>st</sup>, 2018". Board member Paul Sliney motioned to approve wage rates for maintenance employees. ***The motion was made carried and approved with no abstentions.***

The Bolton St. windows project will have money added to it for asbestos, and is expected to begin in July 2018. Board member Paul Sliney motioned to authorize Mayor/Chair to select lowest responsive bidder. ***The motion was made carried and approved with no abstentions.***

The CDA is currently working on its third home under the Critical Home Repair Program (CHRP). When the Lane's pay off their mortgage the monies will be deposited into the CDBG PI account which means more expenses for admin/salaries as well as more monies for home rehabilitations. This third

property may be the last MCDA completes with Habitat for Humanity. The MCDA hopes to start in a couple weeks.

Mayor Arthur Vigeant noted that he's seen the property and believes it's a very nice house which needs a lot of work. After the rehabilitation, it should look beautiful.

The MCDA should know in the coming months whether it's 2018 CDBG application has been approved. Board member Stefanie Ferrecchia asked if the MCDA must income qualify. Executive Director Douglas Bushman answered, "yes, 80% of area medium income". Also, the MCDA is looking to add CORI to qualifications.

DHCD has responded with good news on the transition of NSP into CDBG funds. They are finalizing an agreement.

Executive Director Douglas Bushman made the board aware of a refinance to a LIP unit. It doesn't need a board approval, but the loan to value looks good, so the MCDA will approve. Its final approval is contingent on DHCD. **Motion made and approved with no abstentions.**

Mayor Arthur Vigeant stated that he will check on the 15-year affordability restriction. Executive Director Douglas Bushman added that he hasn't found anything in the regulations stating that affordability deed restrictions have to be at least 30 years.

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

Meeting Closed: 10:04 am