

MCDA Board Minutes

Minutes of Marlborough Community Development Authority
Regular Meeting – Wednesday, December 19th, 2018
Meeting Opened: 10:00 a.m. | Meeting Closed: 10:30 a.m.

Attendance of Regular December 19th, 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) |
| 5. David Morticelli (Fin. Rep) | 6. Douglas M. Bushman, Executive Director |
| 7. Diane Smith, (City Auditor) – Non Voting Member | |
| 8. Brian Doheny, (City Comptroller/Treas.) – Non Voting Member | |
| 9. Chad Carter, MCDA Employee | |
| 10. Sue Honeycutt, CPA | |

Summary of Motions

General

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| 1. Review Executive Director’s Report, Attachments and Supplemental Reports | |
| 2. Motion to Approve Minutes for November 16 th , 2018 Meeting | (Approved) |
| 3. Motion to Approve Payables December 2018, FY 2019 | (Approved) |
| 4. Motion to Approve FY 2019 Budgets | (Approved) |

A. Housing

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| 1. Motion to Approve Updated MOA BayPath | (Approved) |
| 2. Motion to Approve HCVP Section 8 Audit FY2018 | (Approved) |

B. CDA

The Board Meeting took place on the fourth floor at City Hall in the Mayor's Conference room on Wednesday, December 19th, 2018 with the meeting starting at 10:00 a.m.

Board member Paul Sliney noted that the address on the minutes should be corrected to 150 Main Street from 255. Board member Paul Sliney motioned to approve Minutes for November 16th, 2018 Meeting. ***The motion was made carried and approved with no abstentions.***

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

Executive Director Douglas Bushman introduced Sue Honeycutt, CPA. Sue gave an overview of the Fiscal Year 2019 budget. She noted the correction that Mayor Vigeant pointed out last month was amended. Board member David Morticelli motioned to approve the FY 2019 Budgets. ***The motion was made carried and approved with no abstentions.***

Executive Director Douglas Bushman moved onto the BayPath Agreement. The agreement expires in January 2019 and has been updated to increase the monthly fee from \$400.00 to \$475.00 for the term of 3 months. Mayor Arthur G. Vigeant motioned to approve the Updated BathPath MOA. ***The motion was made carried and approved with no abstentions.***

Executive Director Douglas Bushman noted that the Section 8 Audit went very well – there were no financial findings or concerns. There was a concern with the SEMAP submission that was not submitted on time. This is not a finding. Board member Paul Sliney motioned to approve HCVP Section 8 Audit. ***The motion was made carried and approved with no abstentions.***

Executive Director Douglas Bushman gave a brief overview of the MCDA's amended 5-year plan and annual plan. The MCDA noted that there was far too much time spent on changing light bulbs. HUD has approved these plans.

Executive Director Douglas Bushman stated that TISE is up to 50% construction documents for the HILAPP project. The MCDA is getting push back on its relocation plan by DHCD which includes internal hoteling in conjunction with a rental subsidy for the loss of income from vacancies. This is the most feasible plan that the MCDA has developed. It is still being considered by DHCD.

There will be a meeting with the RCAT team tomorrow to discuss the leaks at 20 Front St. The advocates tenant was responsible for the damage and they have sent a check in the amount of \$11,743.85 to the MCDA.

DHCD has changed the submission date for the Formula Funds CIP submission from July to March. MCDA will have to advance the public meeting the tenants and take a finalized plan to the board in March for approval.

Executive Director Douglas Bushman mentioned that Community Opportunities Group will be working out of the MCDA offices starting in January of 2019. The Boys & Girls Club has submitted their matching funds letter. The CDBG has been increased from \$800K to \$1.1 Million due to the transfer of NSP monies. This grant must be spent by December 31st, 2019. DPW has been notified of the infrastructure project at Devens & McEnelly Streets. City Auditor Diane Smith added that she would like to set up a meeting with Wayne Darragh, COG, to setup the grant on the City's books and go through the City's warrant process.

The 50-year term that the MCDA submitted to DHCD is being questioned although there is no policy demanding a 15-year term, per DHCD's request. COG will check with DHCD on this issue and the appeal process. Mayor Arthur G. Vigeant disagrees with DHCD's request for a 15-year term. Board member David Morticelli questioned the decreasing term that DHCD suggested and stated that it was more of a grant than a secured loan.

The NSP conversion has been approved by DHCD and HUD. There are just a couple items to take care of before it is finalized. DHCD wants the Jan-March quarter to be the final quarter therefore giving DHCD and the MCDA enough time to drawdown the last of the CDBG original grant funds and reconcile the CGMS accounts.

The Randall's potential trial date is scheduled for April 23rd, 2019 and is subject to review on April 16th, 2019.

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

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

Meeting Closed: 10:30 am