

**MCDA Board Meeting Minutes**

Minutes of Marlborough Community Development Authority

Regular Meeting – Thursday, January 28<sup>th</sup>, 2021

Meeting Opened: 8:45 a.m. | Meeting Closed: 9:38 a.m.

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**Attendance of Regular January 28<sup>th</sup>, 2021 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. David Morticelli (Fin. Rep)         |
| 5. Renee Perdicaro (Regular Member)                            | 6. Joshua Daigle (Regular Member)      |
| 7. Vonnie Morris, Executive Director                           | 8. Chad Carter, MCDA Employee          |
| 9. Diane Smith, (City Auditor) - Non-Voting Member             |  |
| 10. Patrick Jones, (City Finance Director) – Non-Voting Member |  |
| 11. Paul Pavia, CPA, Fenton, Ewald & Associates                |  |

**Summary of Motions**

**A. General**

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|---|------------|
| 1. Motion to Approve Minutes for December 14 <sup>th</sup> , 2020 Meeting | (Approved) |
| 2. Motion to Approve Payables – December 2020 & January 2021 - FY21       | (Approved) |
| 3. Motion to Approve November & December 2020 Financials                  | (Approved) |
| 4. Monthly report from MCDA Executive Director                            |            |

**B. Housing**

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|---|------------|
| 1. Motion to Approve FY 2021 Budget (Presented by Paul Pavia) | (Approved) |
| 2. Motion to Approve Change Order No.4 - FISH 170060          | (Approved) |

**C. Community Development Authority**

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The Board Meeting took place virtually via Microsoft Teams on Thursday, January 28<sup>th</sup>, 2020 with the meeting starting at 8:45 a.m.

Board member Paul Sliney motioned to approve the minutes of the December 14<sup>th</sup>, 2020 meeting. ***Mayor Vigeant asked for a roll-call vote:***

- Board member Stefanie Ferrecchia Yes
- Board member David Morticelli Yes
- Board member Paul Sliney Yes
- Board member Josh Daigle Yes
- Board member Renee Perdicaro Yes
- Chair Mayor Vigeant Yes

***The motion was made carried and approved.***

Board member Josh Daigle motioned to approve the payables for the month of December 2020 & January 2021. ***Mayor Vigeant asked for a roll-call vote:***

- Board member Stefanie Ferrecchia Yes
- Board member David Morticelli Abstained
- Board member Paul Sliney Yes
- Board member Josh Daigle Yes
- Board member Renee Perdicaro Yes
- Chair Mayor Vigeant Yes

***The motion was made carried and approved.***

Executive Director Vonnie Morris introduced Paula Pavia, CPA, Fenton, Ewald & Associates. Paul Pavia presented a review of the November & December Financial Statements as well as the draft budget for FY21.

Board member David Morticelli motioned to approve the November & December 2020 financials. ***Mayor Vigeant asked for a roll-call vote:***

- Board member Stefanie Ferrecchia Yes
- Board member David Morticelli Yes
- Board member Paul Sliney Yes
- Board member Josh Daigle Yes
- Board member Renee Perdicaro Yes
- Chair Mayor Vigeant Yes

***The motion was made carried and approved.***

Board member Paul Sliney motioned to approve the FY 2021 Budget. **Mayor Vigeant asked for a roll-call vote:**

- Board member Stefanie Ferrecchia Yes
- Board member David Morticelli Yes
- Board member Paul Sliney Yes
- Board member Josh Daigle Yes
- Board member Renee Perdicaro Yes
- Chair Mayor Vigeant Yes

***The motion was made carried and approved.***

Executive Director Vonnie Morris continued with a review of the vacancies for December 2020. There was 1 vacancy and 3 turned over as well as 1 transfer. There are only 7 outstanding work orders and many have been cleaned up from previous months. Rent adjustments were credited per findings from the AUP audit, midmonth move ins & maintenance charges. Late fees are continuing to be waived due to COVID-19.

The AUP audit showed 4 tenants had incorrect rent adjustments – credits were posted to their accounts. Extra policies and procedures have been added to limit this from happening in the future.

A public housing notice noted an extension to the COVID-19 relief funds to December 31<sup>st</sup>, 2021. The eviction moratorium has been extended as well.

Vonnie and Denis Ingham have been working closely on FISH 170060 – Pleasant St. Modernization project. Change Order No.4 will see a change to bathroom accessories, shower stalls and extra maintenance materials.

Board member Paul Sliney motioned to approve Change Order No. 4 – FISH #170060. **Mayor Vigeant asked for a roll-call vote:**

- Board member Stefanie Ferrecchia Yes
- Board member David Morticelli Yes
- Board member Paul Sliney Yes
- Board member Josh Daigle Yes
- Board member Renee Perdicaro Yes
- Chair Mayor Vigeant Yes

***The motion was made carried and approved.***

Mayor Arthur G. Vigeant noted that the exterior landscaping on Pleasant St. project should be a priority and should be considered when looking at the budget.

MCDA Director of Finance Chad Carter gave an update on the CDBG current Housing Rehab projects.

Mayor Arthur G. Vigeant noted that all three elderly housing properties have been vaccinated for COVID-19 and the City continues to administer the vaccines to the community as they are received from the Federal government.

Board member Paul Sliney motioned to adjourn. **Mayor Vigeant asked for a roll-call vote:**

- Board member Stefanie Ferrecchia Yes
- Board member David Morticelli Yes
- Board member Paul Sliney Yes
- Board member Josh Daigle Yes
- Board member Renee Perdicaro Yes
- Chair Mayor Vigeant Yes

*The motion was made carried and approved.*

Meeting Closed: 9:38 am