

**MCDA Board Meeting Minutes**

Minutes of Marlborough Community Development Authority

Regular Meeting – Thursday, February 24<sup>th</sup>, 2022

Meeting Opened: 8:45 a.m. | Meeting Closed: 9:32 a.m.

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**Attendance of Regular February 24<sup>th</sup>, 2022 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)                                   | 6. Joshua Daigle (Regular)             |
| 7. Vonnie Morris, Executive Director <b>ABSENT</b>             | 8. Chad Carter, Director of Finance    |
| 9. Diane Smith, (City Auditor) - Non-Voting Member             |  |
| 10. Patrick Jones, (City Finance Director) – Non-Voting Member |  |

**Summary of Motions**

**A. General**

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| 1. Motion to Approve Minutes for January 27 <sup>th</sup> , 2022 Meeting | (Approved) |
| 2. Motion to Approve Payables – January/February 22                      | (Approved) |
| 3. Monthly report from MCDA Executive Director                           |            |

**B. Housing**

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| 1. Motion to Approve Change Order No.10 - FISH 170060 | (Approved) |
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**C. Community Development Authority**

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| 1. Motion to Approve Refinance of LIP Unit – 7 Karopulios Dr.  | (Approved) |
| 2. Motion to Approve Single Case Waiver Request – Johnson  | (Approved) |
| 3. <b>It is moved, in conformance with MGL c. 30A, § 21(a)(3), that the MCDA conduct an executive session for the purpose of discussing Executive Director Contract. It is further moved and stated that the MCDA will re-convene in open session after the executive session.</b> |            |

The Board Meeting took place on the fourth floor at City Hall in the Mayor's Conference room on Thursday, February 24<sup>th</sup>, 2022 with the meeting starting at 8:45 a.m.

Board member Paul Sliney motioned to approve the minutes for January 27<sup>th</sup>, 2022 Meeting. ***The motion was made carried and approved with no abstentions.***

Board member Renee Perdicaro motioned to approve Payables – January/February 22. ***The motion was made carried and approved. Board member David Morticelli abstained.***

MCDA Director of Finance Chad Carter began with an update on the vacancies. There were four in January and two were turned over.

There were 78 work orders processed during January and 59 were completed leaving 19 outstanding.

DHCD approved the MCDA's FY2022 Operating Budget.

The MCDA signed a Memorandum of Agreement with Baypath Elder Services, Inc. Rent increased to \$500.00/month, and it is for a three-year period.

DHCD released a Public Housing Notice which provides updated information and resources on matters relating to Fair Housing Marketing Plans. This will be a part of the Performance Management Review along with the Language Access Plan and Reasonable Accommodation Plan.

Executive Director Vonnie Morris met with the Tenants Association Meeting on the Annual Plan. They sent in a letter of support. Annual Plan will be reviewed and voted on by the Board in March.

FISH #170060 – Pleasant St. Modernization Project - DHCD is very happy with the progress of the project. D Building will have construction going on all through April. The next meeting is scheduled for March 3<sup>rd</sup>. Change Order No.10 consists of 8 smaller Change Orders in the amount of \$21,193.00. Board member David Morticelli motioned to approve Change Order No. 10 – FISH 170060. ***The motion was made carried and approved with no abstentions.***

FISH #170085 – Main St. Roofing Project – Roof was leaking, Gibson Construction determined it was from an inoperable HVAC unit. It will be removed. The Roof membrane will be delivered in May.

The board previously voted to approve the refinance of a LIP Unit - 7 Karopulios Dr. - last month. The loan amount has decreased to \$75,000.00. Because of this decrease, a new motion is required. Board member David Morticelli motioned to approve Refinance of LIP Unit – 7 Karopulios Dr. ***The motion was made carried and approved with no abstentions.***

A Single Case Waiver Request for a Housing Rehabilitation Program Case is needed to go over the per unit cap of \$35K. Bids came back around \$46K. The waiver request asks “not to exceed \$50K” to allow for any potential change order requests. Board member Joshua Daigle motioned to approve Single Case Waiver Request – Johnson. ***The motion was made carried and approved with no abstentions.***

Mayor Vigeant and Chair asked the board to go into Executive Session for the purpose of discussing the Executive Director Contract. Board member Paul Sliney motioned to go into Executive Session. ***The motion was made carried and approved with no abstentions.***

**Executive Session Start: 9:12am**

**Executive Session End: 9:31am**

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

Meeting Closed: 9:32am