

MCDA Board Meeting Minutes

Minutes of Marlborough Community Development Authority
Regular Meeting – Thursday, July 28th, 2022
Meeting Opened: 8:45 a.m. | Meeting Closed: 9:22 a.m.

Attendance of Regular July 28th, 2022 MCDA Board Meeting

1. Mayor/Chair Arthur G. Vigeant **ABSENT**
2. Paul Sliney (Tenant Representative)
3. Stefanie Ferrecchia (Real Estate Rep.)
4. David Morticelli (Fin. Rep)
5. Renee Perdicaro (Regular) **ABSENT**
6. Joshua Daigle (Regular)
7. Chad Carter, Executive Director
8. Diane Smith, (City Auditor) - Non-Voting Member **ABSENT**
9. Patrick Jones, (City Finance Director) – Non-Voting Member

Summary of Motions

A. General

1. Motion to Approve Minutes for June 23rd, 2022 Meeting (Approved)
2. Motion to Approve Payables | June/July 2022 (Approved)
3. Monthly report from MCDA Executive Director

B. Community Development Authority

The Board Meeting took place on the fourth floor at City Hall in the Mayor's Conference room on Thursday, July 28th, 2022 with the meeting starting at 8:45 a.m. Board member Paul Sliney chaired the meeting in Mayor Arthur G. Vigeant's absence.

Board member David Morticelli motioned to approve the minutes for June 23rd, 2022 Meeting. ***The motion was made carried and approved with no abstentions.***

Board member Josh Daigle motioned to approve Payables – June/July 2022. ***The motion was made carried and approved. Board member David Morticelli abstained.***

MCDA Executive Director Chad Carter began with an update on the vacancies.

There were two (2) in June. Two (2) units were turned over and no transfers.

The vacancies were discussed at length. The previously created spreadsheet that would keep track of the vacancies and keep an accounting of the HAFIS and CHAMP data were discussed at length. Board Member Paul Sliney asked about the vacancy status of one of the units on 29 Pleasant Street. The accessible units will be inspected by the disabilities commission.

There were 114 work orders processed during June and 109 were completed leaving 5 outstanding.

June saw a credit for \$18.00 in total adjustments. This was due to a \$200.00 fee being removed per court order. There was \$150.00 in late fees.

The MCDA's Organizational Chart was discussed. There has been an addition to the Staff – Omarylis Miranda-Rivera as the new Program Manager.

FISH Project 170060 Pleasant St. Modernization: The stoves have been an issue. They are technically code, but they are sensitive to the upgraded outlets. Contractors are figuring out if the Stoves or the outlets are the problem. We might switch out the problem stoves with new stoves or swap them with stoves at Main/Bolton. Punchlist-items have been completed in D building. The water heater was a problem, but it was repaired by Gary and the plumbing inspection is scheduled for early next week. Once that passes, the building inspection will be scheduled, and then apply for the Occupancy Permit and then begin leasing the units – which a lot of them have already been shown.

FISH Project 170084 Electrical Updates: No new tripping concerns have been raised by the tenants. Project will be moving into warranty/close-out.

FISH Project 170085 240 Main Street Roof Replacement: All of the roof brackets have been installed. The new tiles for the bathrooms have been delivered and are being installed which started this week. Gibson Roofs is doing some measuring in the Auditorium and waiting for some asbestos results to come back. Once that's done the architect will write up a proposal, send it to DHCD to approve the Change Order, and then construction can begin once materials arrive.

FISH Project 170087 Bolton Street Hot Water Tanks: MCDA waiting on the Hot Water Tanks to arrive so construction can begin – this project shouldn't take more than 2-3 days.

Executive Director Chad Carter gave an update on 223 Mechanic Street. The new tenants that recently moved in have applied for RAFT assistance and their application is in process.

Executive Director Chad Carter gave an update on the CDBG Grants 2018 & 2020. The 2018 grant has been closed out. The Housing Rehab Program has a waiting list of 9 applications, some of which are two-units. CDBG consultants are processing the first 4 applications. MCDA recently completed construction on the Marcheterre case which split some funds with the '18 grant. This project saw some roof work, replaced doors and windows, made some plumbing and electrical upgrades, and brought a few other things up to code like smoke and carbon monoxide detectors.

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

Meeting Closed: 9:22am