

## MCDA Board Meeting Minutes

Minutes of Marlborough Community Development Authority  
Regular Meeting – Thursday, April 22<sup>nd</sup>, 2021  
Meeting Opened: 8:45 a.m. | Meeting Closed: 9:08 a.m.

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### Attendance of Regular April 22<sup>nd</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) <b>ABSENT</b> |
| 5. Renee Perdicaro (Regular Member)  | 6. Joshua Daigle (Regular Member)            |
| 7. Vonnie Morris, Executive Director   | 8. Chad Carter, Director of Finance          |
| 9. Diane Smith, (City Auditor) - Non-Voting Member <b>ABSENT</b>             |  |
| 10. Patrick Jones, (City Finance Director) – Non-Voting Member <b>ABSENT</b> |  |

### Summary of Motions

#### **A. General**

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| 1. Motion to Approve Minutes for March 25 <sup>th</sup> , 2021 Meeting | (Approved) |
| 2. Motion to Approve Payables – March/April 2021 - FY21                | (Approved) |
| 3. Motion to Approve Financials – March 2021                           | (Approved) |
| 4. Monthly report from MCDA Executive Director                         |            |

#### **B. Housing**

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| 1. Motion to Approve Annual Plan for FY2022  | (Approved) |
| 2. Motion to Enter into Executive Session - It is moved, in compliance with MGL c.30A, § 21(a)(3), that the MCDA conduct an executive session for the purpose of discussing the Executive Director's Contract. It is further moved and stated that the MCDA will re-convene in open session after the executive session. | (Approved) |

#### **C. Community Development Authority**

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The Board Meeting took place virtually via Microsoft Teams on Thursday, April 22<sup>nd</sup>, 2021 with the meeting starting at 8:45 a.m.

Board member Josh Daigle motioned to approve the minutes of the March 25<sup>th</sup>, 2021 meeting. ***Mayor Vigeant asked for a roll-call vote:***

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

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

Board member Paul Sliney motioned to approve the payables for the month of March/April 2021. ***Mayor Vigeant asked for a roll-call vote:***

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

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

Board member Josh Daigle motioned to approve the Financials – March 2021. ***Mayor Vigeant asked for a roll-call vote:***

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

***The motion was made carried and approved with no abstentions.***

Executive Director Vonnie Morris will have MCDA Program Manager, Krishonna Murray, start reporting on the turnover time of units. March had one vacancy, turned over two units and were able to lease up two. There were no transfer requests.

There were 65 work orders processed in March. 55 were completed.

Adjustments totaled \$2,200.00 from damage to the units, maintenance charges and smoking violations. There are some tenants not paying rent, but due to COVID, we cannot charge late fees.

There was an emergency to order hot water tanks at 240 Main Street. They were ordered and installation was completed. There were no interruptions in hot water. DHCD is creating a FISH project so the MCDA can be reimbursed for these expenses.

The Marlborough Tenants Association accepted the Annual Plan. There were no public comments.

Board member Paul Sliney motioned to approve Annual Plan for FY2022. ***Mayor Vigeant asked for a roll-call vote:***

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

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

FISH #170083 – Pleasant St. Community Room had its ads placed in the proper locations. There was a walkthrough with a few contractors. Bid date is May 5<sup>th</sup> at 10am. Hopefully there will be a lowest bidder for May meeting.

FISH #170085 – Main St. Roof held its pre-bid walk-through the same day. General bids are due April 29<sup>th</sup>. Hopefully project can be started in June.

FISH #170060 – Pleasant St. Modernization project, the building inspector passed 4 of the units after the fire proofing was completed. Vareika continued with the rest of the units. MCDA asked for a proposed timeline for A building to be complete. It's looking like the middle of June.

Mayor Vigeant asked if the dumpster location was decided yet. The plan is to keep it close to A building, but the location has not been decided yet.

MCDA employee Chad Carter gave an update on the CDBG grant. Drawdown #6 has been approved by DHCD. The MCDA will transfer these funds back to the City for reimbursement.

The Housing Rehabilitation Program's new project began. They performed de-leading, repainted, installed windows and smoke alarms and then Caulfield environmental performed a lead paint reinspection which passed. The homeowner was also reimbursed for relocation expenses.

Community Opportunities Group submitted a contract payment which is to be approved by one board member.

The grant consultant services for the FY20 CDBG will be put out to bid next Monday. Bids will be due on May 12<sup>th</sup> at 2pm. Bids will be evaluated and the MCDA will come to the board with its recommendation.

Board member Stefanie Ferrecchia asked why we de-lead houses for the Housing Rehabilitation Program. MCDA Director of Finance Chad Carter noted that he will reach out to the Housing Rehab Specialist for answers on this specific project.

Mayor Vigeant asked how the foreclosure was proceeding. MCDA Director of Finance Chad Carter mentioned that there were two outstanding issues waiting to be resolved which would help clarify the exact payoff amount.

Board member Paul Sliney motioned to Enter into Executive Session - It is moved, in compliance with MGL c.30A, § 21(a)(3), that the MCDA conduct an executive session for the purpose of discussing the Executive Director's Contract. ***Mayor Vigeant asked for a roll-call vote:***

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

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

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

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

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

Meeting Closed: 9:08 a.m.