

COHASSET HOUSING AUTHORITY  
SPECIAL MEETING

February 16, 2023

The Special meeting was held remotely via “GoToMeeting” as allowed by Executive Order due to Covid-19.

Chairman, Helen Nothnagle called the meeting to order at 1:04 pm.

Upon a call of the roll the following members were:

<u>PRESENT</u>	<u>ABSENT</u>
Helen C. Nothnagle	Barbara O’Pray
Donna McGee	
Tom Meade	
Virginia Najmi	

Also present: Colleen Sullivan-Locchi, Managing Agent;

**New Business**

**Motion 2023 - 42 to Approve Accounts Payables, EFT’s & Checks #11362 – 11369 dated 1/24/23 – 2/16/23 totaling \$16,171.60 with zero (0) voids.**

V. Najmi/T. Meade moved to approve Accounts Payables, EFT’s & Checks#11362 – 11369 dated Jan 24, 2023 thru Feb 16, 2023 totaling \$16,171.60 with zero (0) voids. The vote carried with a roll call vote of 4 vote for and 0 vote against and the Chairman thereupon declared said motion carried.

**Motion 2023 - 43 to Approve Payroll Register for pay periods Jan 25, 2023 thru Feb 15, 2023**

G. Najmi/T. Meade moved to Approve Payroll Register for pay periods Jan 25, 2023 thru Feb15, 2023. The vote carried with a roll call vote of 4 vote for and 0 vote against and the Chairman thereupon declared said motion carried.

**Motion 2023 - 44 to Approve Meeting Minutes of January 23,2023**

V. Najmi/D. McGee moved Approve Meeting Minutes of January 23, 2023. The vote carried with a roll call vote of 3 vote for and 0 vote against and 1 abstain. The Chairman thereupon declared said motion carried.

**Motion 2023 – 45 Motion to Award Contract for the Community Room Door project #065067 to Joint Image, 11 Conrad St., Quincy, MA 02169 in the amount of \$20,000, pending (DHCD?) approval.**

The bids were higher than hoped but not completely unreasonable given the current cost of materials. We were able to move some funding around to accommodate the increase. The Architect did his due diligence in vetting out this contractor and feels comfortable approving this contractor. T. Meade reiterated that he was in agreement with the cost based on his experience with materials.

Donna McGee moved to Award Contract for the Community Room Door project #065067 to Joint Image, 11 Conrad St., Quincy, MA 02169 in the amount of \$20,000, pending (DHCD?) approval. Virginia Najmi seconded.

**4 Yes**

**0 No**

The vote carried with a roll call vote of 4 vote for and 0 vote against and the Chairman thereupon declared said motion carried.

**Annual Plan** – Public hearing is scheduled for March 30. It has been posted on the website, with town hall and on the community room board. I will have a copy available for residents to review in the community room.

**Correspondence**  
**None**

**Old Business**

The Chair gave an update the status of the CHAMP meeting. There is a zoom meeting scheduled with the State Representative Joan Meschino's Legislative Aide, Christopher Altizer for February 22 to discuss the pending survey. Funding for the survey may be included in the Governor's budget.

**Director Report**

**Vacancy** -13. 1 new lease up earlier this week. 2 additional leases upcoming between now & Mar 1.

**TARS** – approx. \$13,000 of that \$8349 is going to court, we are waiting on a court date and \$4325 will be next.

**Inspections** – started Feb 8, will be doing 16 units every two weeks

**Community Building Roof** – Materials on site, hoping to start Tuesday, Feb 21 – weather permitting.

**Decks & Doors** – still some additional work pending. Ray & Steve did an additional walk thru yesterday & will send out a new punch list.

**CIP** – still in draft mode, although included in Annual Plan. It will update as we go along. There have been some changes with money/ARPA Funds.

**AUP** – finished up all three years and

**Motion 2023 - 46 Adjournment**

V. Najmi/D. McGee moved that the meeting be adjourned. The vote carried unanimously with a roll call vote. The Chairman thereupon declared said motion carried and adjourned at 2:17 pm.

Respectfully,

Colleen Sullivan-Locchi  
Secretary to the Board

Approved: 03/30/2023