

**MINUTES OF THE REGULAR MEETING of the  
CHELSEA HOUSING AUTHORITY  
held on January 18, 2006**

A Regular Meeting of the Chelsea Housing Authority was held on Wednesday, January 18, 2006, at the Administrative Office of the Chelsea Housing Authority, 54 Locke Street, Chelsea, Massachusetts.

The Meeting was called to order at 5:30 P.M. and upon a roll call of the Members the following Commissioners were present:

Henry Cordero  
Robert McWatters  
Maria Rivera  
Stephen Roche

Mr. Flynn was absent due to a change in employment.

Chairman Cordero declared a quorum present.

The Executive Director introduced, and the Members welcomed, Maria Rivera, the newly appointed Member of the Chelsea Housing Authority's Board of Commissioners.

I. MINUTES

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to adopt the December 7, 2005 Regular Meeting Minutes, as presented. Ms. Rivera abstained.

II. NEW BUSINESS

A. Grievance Panel

The Executive Director discussed making a change in the Grievance Panel which he would present to the Members at an upcoming Board Meeting.

B. Financial

The Executive Director discussed with the Members an overview of the CHA's financial status for the upcoming year.

January 18, 2006 Regular Meeting Minutes

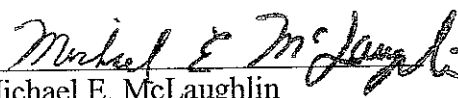
III. UNFINISHED BUSINESS

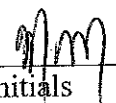
Modernization

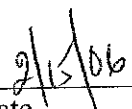
The Director of Modernization updated upcoming jobs which were recently approved by DHCD.

IV. ADJOURNMENT

At 6:15 P.M. upon a motion by Mr. McWatters, seconded by Ms. Rivera, the Members voted unanimously to adjourn the January 18, 2006 Regular Meeting.

  
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Michael E. McLaughlin  
Executive Director

  
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Initials

  
\_\_\_\_\_  
Date

**MINUTES OF THE REGULAR MEETING of the  
CHELSEA HOUSING AUTHORITY  
held on February 15, 2006**

A Regular Meeting of the Chelsea Housing Authority was held on Wednesday, February 15, 2006, at the Margolis Building, 260 Clark Avenue, Chelsea, Massachusetts.

The Meeting was called to order at 12:00 P.M. and upon a roll call of the Members the following Commissioners were present:

Henry Cordero  
Robert McWatters  
Patrick Flynn  
Stephen Roche

Maria Rivera was absent.

Chairman Cordero declared a quorum present.

The Executive Director introduced, and the Members welcomed Colm Lavery, Assistant Principal Officer, Housing Procurement and Services from the Republic of Ireland and Sean McGrade, Head of Corporate Sales from Northern Ireland, also, Juan Evereteze, Facility Manager from the Metro Division for the Office of Public Housing, New England. In attendance were the following people:

Gene O'Flaherty, State Representative  
Robert Donovan, Former State Representative

The following were from the Chelsea Police Department:

Chief Frank Garvin  
Captain Keith Houghton  
Captain Edward Martin  
Lt. David Batchelor  
Sgt. John Cowhig  
Off. Joanne O'Brien

I. MINUTES

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to adopt the January 18, 2006 Regular Meeting Minutes, as presented.

II. NEW BUSINESS

A. Electrical upgrade at Innes Apartments, 200-3

## February 15, 2006 Regular Meeting Minutes

Grant contract with DHCD

Present Grant Contract Award: \$250,000.00

Time Extension to June 30, 2007

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to approve a standard contract amendment form for Capital Improvement, Work Plan No. 1035, Project No. 057064, between the Commonwealth of Massachusetts and the Chelsea Housing Authority extending the closing dates of service of contract from June 30, 2006 to June 30, 2007 for the electrical upgrade at the State-Aided Housing Program, 200-3, Innes Development, and to authorize the Executive Director or the Director of Operations to sign the necessary contract documents.

B. Site Work at Fitzpatrick, 200-1 and Innes, 200-3

Grant contract with DHCD

Present Grant Contract Award: \$166,000.00

Time Extension to June 30, 2007

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to approve a standard contract amendment form for Capital Improvement, Work Plan No. 1036, Project No. 057063, between the Commonwealth of Massachusetts and the Chelsea Housing Authority extending the closing dates of service of the contract from June 30, 2006 to June 30, 2007 for the site work at the State-Aided Housing Program, 200-1, Fitzpatrick Development and the 200-3, Innes Development, and to authorize the Executive Director or the Director of Operations to sign the necessary contract documents.

### IV. UNFINISHED BUSINESS

A. FY2006 Budgets

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to approve the FY2006 Budgets, as presented.

B. Management Assessment for Public Housing Agencies/FY2005

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to approve Resolution #1 and submit the Management Assessment for Public Housing Agencies (MASS), as follows:


AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Stephen Roche	

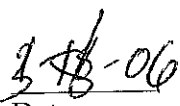
February 15, 2006 Regular Meeting Minutes

III. ADJOURNMENT

At 1:55 P.M. upon a motion by Mr. McWatters, seconded by Mr. Roche, the Members voted unanimously to adjourn the February 15, 2006 Regular Meeting.

  
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Michael E. McLaughlin  
Executive Director

  
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Initials

  
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Date

**MINUTES OF THE REGULAR MEETING of the  
CHELSEA HOUSING AUTHORITY  
held on March 8, 2006**

A Regular Meeting of the Chelsea Housing Authority was held on Wednesday, March 8, 2006, at the Administrative Office of the Chelsea Housing Authority, 54 Locke Street, Chelsea, Massachusetts.

The Meeting was called to order at 5:30 P.M. and upon a roll call of the Members the following Commissioners were present:

Henry Cordero  
Patrick Flynn  
Maria Rivera

Stephen Roche and Robert McWatters were absent.

Chairman Cordero declared a quorum present.

I. MINUTES

Upon a motion by Mr. Flynn, seconded by Ms. Rivera, the Members voted unanimously to adopt the February 15, 2006 Regular Meeting Minutes, as presented.

II. NEW BUSINESS

Section 8 Management Assessment Program (SEMAP)

Upon a motion by Mr. Flynn, seconded by Ms. Rivera, the Members voted unanimously to adopt the Resolution #1 and submit the Section 8 Management Assessment Program (SEMAP), as presented. Upon a roll call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Maria Rivera	

III. UNFINISHED BUSINESS

- A. Roof Replacement and Building Envelope Project at Prattville, 200-2  
Grant contract with DHCD  
Present Grant Contract Award: \$125,000.00  
Time Extension to June 30, 2007

## March 8, 2006 Regular Meeting Minutes

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pon a motion by Ms. Rivera, seconded by Mr. Flynn, the Members voted unanimously to approve a standard contract amendment form for Capital Improvement Work Plan No. 10934, Project No. 0547056, between the Commonwealth of Massachusetts and the Authority extending the closing dates of service of contract from June 30, 2006 to June 30, 2007 for the roof replacement and building envelope project at the state-aided Housing Program at the 200-2, Prattville Development, and to authorize the Executive Director or the Director of Operations to sign the contract documents.

- B. Construction Contract Approval, \$1,585,000.00  
Electrical Upgrade at the Innes Apartments  
Funding Source: State Modernization  
Engineer, Nangle Engineering, Inc.

Upon a motion by Mr. Flynn, seconded by Ms. Rivera, the Members approved the award of a construction contract to Brothers Electrical Company, LLC for the electrical upgrade work at the Innes Apartments in the amount of \$1,585,000.00, (with no alternates offered or accepted), subject to DHCD approval, and to authorize the Executive Director or the Director of Operations to sign the necessary contract documents.

- C. Electrical upgrade at Innes, 200-3  
Grant contract with DHCD  
Present Grant Contract Award: \$250,000.00  
New Contract Award: \$1,906,000.00  
Increase: \$1,656,000.00

Upon a motion by Ms. Rivera, seconded by Mr. Flynn, the Members voted unanimously to approve a standard contract amendment form for Capital Improvement Work Plan No. 1035, Project No. 057064, between the Commonwealth of Massachusetts and the Authority increasing the awarded amount by \$1,656,000.00 for a total grant contract amount of \$1,906,000.00 for the electrical upgrade at the State-Aided Housing Program, 200-3, Innes Development, and to authorize the Executive Director or the Director of Operations, to sign the contract documents.

- D. Revised Reasonable Accommodation Policy and Procedures

Upon a motion by Mr. Flynn, seconded by Ms. Rivera, the Members voted unanimously to approve the CHA Reasonable Accommodation Policy and Procedures, as amended.

- E. Revised Criminal Offenders Record Information Policy (CORI)


**March 8, 2006 Regular Meeting Minutes**

Upon a motion by Mr. Flynn, seconded by Ms. Rivera, the Members voted unanimously to approve the Criminal Offenders Record Information Policy (CORI), as amended. Upon a roll call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Maria Rivera	

IV. ADJOURNMENT

At 6:35 P.M. upon a motion by Ms. Rivera, seconded by Mr. Flynn, the Members voted unanimously adjourn the March 8, 2006 Regular Meeting.

  
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Michael L. McLaughlin  
Executive Director

  
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Initials

  
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Date



**MINUTES OF THE REGULAR/ANNUAL MEETING of the  
CHELSEA HOUING AUTHORITY  
held on April 5, 2006**

A Regular/Annual Meeting of the Chelsea Housing Authority was held on Wednesday, April 7, 2006, at the Administrative Office of the Chelsea Housing Authority, 14 Bloomingdale Street, Chelsea, Massachusetts.

The Meeting was called to order at 5:30 P.M. and upon a roll call of the Members the Following Commissioners were present:

Henry Cordero  
Patrick Flynn  
Robert McWatters  
Maria Rivera  
Stephen Roche

Chairman Cordero declared a quorum present.

I. MINUTES

Upon a motion by Mr. McWatters, seconded by Mr. Flynn, the Members voted unanimously to adopt the March 8, 2006 Regular Meeting Minutes, as presented. Mr. Roche abstained.

II. NEW BUSINESS

A. Election of Chelsea Housing Authority Officers

1. Chairman

- a. Mr. McWatters nominated Mr. Cordero to serve as Chairman, Ms. Rivera seconded the nomination.
- b. There being no objection, nominations were closed.
- c. Mr. Cordero accepted the nomination.
- d. The Members voted Mr. Cordero, Chairman.  
The vote was as follows:

AYES	NAYS
Patrick Flynn	None
Robert McWatters	
Maria Rivera	
Stephen Roche	

## April 5, 2006 Regular/Annual Meeting Minutes

### 2. Vice Chairman

- a. Mr. Roche nominated Mr. McWatters to serve as Vice Chairman. Mr. Flynn seconded the nomination.
- b. There being no objection, nominations were closed.
- c. Mr. McWatters accepted the nomination.
- d. The Members voted Mr. McWatters, Vice Chairman.  
The vote was as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Maria Rivera	
Stephen Roche	

### 3. Treasurer

- a. Mr. Flynn nominated Ms. Roche to serve as Treasurer. Ms. Rivera seconded the nomination.
- b. There being no objections, nominations were closed.
- c. Mr. Roche accepted the nomination.
- d. The Members voted Mr. Roche, Treasurer.  
The vote was as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Maria Rivera	
Robert McWatters	

### 4. Assistant Treasurer

- a. Mr. Roche nominated Mr. Flynn to serve as Assistant Treasurer. Mr. McWatters seconded the nomination.
- b. There being no objections, nominations were closed.
- c. Mr. Flynn accepted the nomination.

## April 5, 2006 Regular/Annual Meeting Minutes

- d. The Members voted Mr. Flynn, Assistant Treasurer.  
The vote was as follows:

AYES	NAYS
Henry Cordero	None
Robert McWatters	
Maria Rivera	
Stephen Roche	

B. Grievance Panel

Upon a motion by Mr. Roche, seconded by Mr. Flynn, the Members voted unanimously to approve Robert Donovan of Chelsea to serve as Chairman of the Grievance Panel.

C. Revised MRVP Income Limits for Determination of Eligibility and Continued Occupancy

Upon a motion by Mr. Roche, seconded by Mr. Flynn, the Members voted unanimously to adopt the Revised Income Limits for the determination of Eligibility and Continued Occupancy for the Massachusetts Rental Voucher Program (MRVP), bedroom sizes 1 thru 8, effective April 1, 2006. Upon a roll call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	
Stephen Roche	

D. Annual Report/2005

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to approve the 2005 Annual Report, as presented.

E. Rent Collection Policy and Procedures  
State and Federal Aided Housing

Upon a motion by Mr. Flynn, seconded by Mr. McWatters, the Members voted unanimously to adopt the CHA Rent Collection Policy and Procedures for State and Federal Aided Housing, as presented.

**April 5, 2006 Regular/Annual Meeting Minutes**

F. Privacy Rights Policy

Upon a motion by Mr. McWatters, seconded by Mr. Flynn, the Members voted unanimously to approve the Privacy Rights Policy, as presented.

G. Towing Contract

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to postpone consideration of this item.

H. Vacation Time

Upon a motion by Mr. Roche, seconded by Mr. Flynn, the Members voted unanimously to approve the vacation time accrual change for the CHA Directors, as presented.

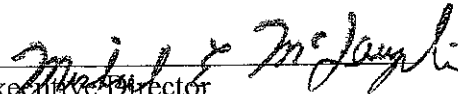
I. Resolution for Carolyn Parow

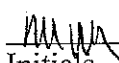

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members authorized a Resolution to present Ms. Parow with a plaque as President Emeritus to be hung in the Community Room of the Buckley Apartments in appreciation for her outstanding support of the Chelsea Housing Authority and her dedication to the Residents of the Buckley Apartments. Upon a roll call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	
Stephen Roche	

III. ADJOURNMENT

At 6:35 P.M. upon a motion by Mr. McWatters, seconded by Mr. Flynn, the Members voted unanimously to adjourn the April 5, 2006 Regular/Annual Meeting.

  
Executive Director

 Initials  
 Date

**MINUTES OF THE REGULAR MEETING of the  
CHELSEA HOUSING AUTHORITY  
held on May 31, 2006**

A Regular Meeting of the Chelsea Housing Authority was held on Wednesday, May 31, 2006, at the Administrative Office of the Chelsea Housing Authority, 54 Locke Street, Chelsea, Massachusetts.

The Meeting was called to order at 5:30 P.M. and upon a roll call of the Members the following Commissioners were present:

Henry Cordero  
Patrick Flynn  
Robert McWatters  
Maria Rivera  
Stephen Roche

Chairman Cordero declared a quorum present.

I. MINUTES

Upon a motion by Mr. Flynn, seconded by Mr. McWatters, the Members voted unanimously to adopt the April 5, 2006 Regular/Annual Meeting Minutes, as presented.

II. NEW BUSINESS

A. Century Bank

Upon a motion by Mr. McWatters, seconded by Mr. Flynn, the Members voted unanimously to enter into an agreement with Century Bank for line of credit up to \$750,000.00 for Capital Improvement Work Plan No. 1035, Project No. 057064, for the electrical upgrade work at 200-3 Innes Development, subject to DHCD approval, and to authorize the Executive Director or the Director of Operations to sign the contract documents. Upon a Roll Call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	
Stephen Roche	

## May 31, 2006 Regular Meeting Minutes

### B. HUD Family Self-Sufficiency Grant

Upon a motion by Mr. Flynn, seconded by Mr. McWatters, the Members voted unanimously for the Chelsea Housing Authority to establish a Family Self Sufficiency (FSS) program and to request approval of 25 FSS Public Housing slots, and 25 FSS Housing Choice Voucher slots to initiate these two FSS Programs with the Authority. Upon a Roll Call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	
Stephen Roche	

### C. Towing Contract

Upon a motion by Mr. Flynn, seconded by Mr. McWatters, the Members voted unanimously to enter into a contract with Todisco Towing commencing on June 1, 2006 and ending on May 31, 2007. Upon a Roll Call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	
Stephen Roche	

### D. Code of Standards and Conduct Award and Administration of Grants and Contracts

Upon a motion by Mr. Flynn, seconded by Mr. McWatters, the Members voted unanimously to approve the Code of Standards and Conduct regarding the award and administration of Grants and Contracts funded through the U.S. Department of Housing and Urban Development (HUD). Upon a roll call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	

May 31, 2006 Regular Meeting Minutes

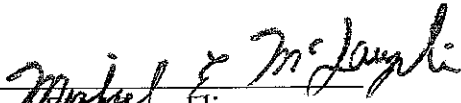
Maria Rivera  
Stephan Roche

E. Fraud Policy

Upon a motion by Ms. Rivera, seconded by Mr. Flynn, the Members voted unanimously to approve the Fraud Policy for State and Federal Housing, as presented.

III. ADJOURNMENT

At 6:15 P.M. upon a motion by Mr. McWatters, seconded by Mr. Flynn., the Members voted unanimously to adjourn the May 31, 2006 Regular Meeting.

  
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Michael E. McLaughlin  
Executive Director

Approval: MM      9/27/06  
                  Initials      Date

**MINUTES OF THE REGULAR MEETING of the  
CHELSEA HOUSING AUTHORITY  
held on September 27, 2006**

A Regular Meeting of the Chelsea Housing Authority was held on Wednesday, September 27, 2006, at the Administrative Office of the Chelsea Housing Authority, 54 Locke Street, Chelsea, Massachusetts.

The Meeting was called to order at 5:30 P.M. and upon a roll call of the Members the Following Commissioners were present:

Henry Cordero  
Patrick Flynn  
Robert McWatters  
Maria Rivera

Stephen Roche was absent

Chairman Cordero declared a quorum present.

I. MINUTES

Upon a motion by Mr. Flynn, seconded by Mr. McWatters, the Members voted unanimously to adopt the May 31, 2006 Regular Meeting Minutes, as presented.

II. NEW BUSINESS

A. Revised CORI Policy

Upon a motion by Mr. Flynn, seconded by Mr. McWatters, the Members voted unanimously to approve the revised Criminal Offender Record Information (CORI) as presented.

A. CHA Enterprise Income Verification Policy

Upon a motion by Mr. McWatters, seconded by Mr. Flynn, the Members voted unanimously to approve the CHA Enterprise Income Verification Policy and the revised Chelsea Housing Authority ACOP and Section 8 Administrative Plan, as presented.

C. Utility Allowance for Federal Public Housing and Section 8 Programs

Upon a motion by Mr. Flynn, seconded by Mr. McWatters, the Members voted unanimously to adopt the utility allowance for Federal Public Housing and Section 8 Programs, effective October 1, 2006, as presented.



**September 27, 2006 Regular Meeting Minutes**

- D. Limited English Proficiency Requirements for Public Housing Agencies receiving Federal Funding

Upon a motion by Ms. Rivera, seconded by Mr. Flynn, the Members voted unanimously to adopt the Chelsea Housing Authority Language Assistance Plan for Agencies receiving Federal funding.

- E. Construction Contract Approval, \$487,410.00  
Bathroom Hatches Repairs at the Prattville Apartments

Upon a motion by Mr. McWatters, seconded by Mr. Flynn, the Members voted unanimously to authorize the award of a construction contract to Camdele Construction Company, for the bathroom hatches repair work at the Prattville Apartments in the amount of \$487,410.00 (with no alternates offered or accepted), subject to DHCD approval, and to authorize the Executive Director or the Director of Operations to sign the necessary contract documents.

- F. FY07 Budgets

1. FY07 Federal Operating Budget

Upon a motion by Mr. McWatters, seconded by Ms. Rivera, the Members voted unanimously that the Federal Aided Family and Elderly Housing Operating Budget for FY07 of the Chelsea Housing Authority be approved as presented by the Executive Director. Upon a roll call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	

2. FY07 State Operating Budget

Upon a motion by McWatters, seconded by Ms. Rivera, the Members voted unanimously that the State Aided Family and Elderly Housing Operating Budget for FY07 of the Chelsea Housing Authority be approved as presented by the Executive Director. Upon a roll call the "AYES" and "NAYS" were as follows:

**September 27, 2006 Regular Meeting Minutes**

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	

3. FY07 Section 8 Operating Budget

Upon a motion by Mr. Mr. McWatters, seconded by Ms. Rivera, The Mmbers voted unanimously that the Section 8 Operating Budget for FY07 of the Chelsea Housing Authority be approved as presented by the Executive Director. Upon a roll call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivers	

4. MRVP Operating Budgets

Upon a motion by Mr. McWatters, seconded by Ms. Rivera, the Members voted unanimously that the MRVP Operating Budget for FY07 of the Chelsea Housing Authority be approved as presented by the Executive Director. Upon a roll call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	

G. Closing of the State and Federal Family Waiting Lists

Upon a motion by Mr. McWatters, seconded by Rivera, the Members voted unanimously to close the waiting list for all bedroom sizes for the following programs (including emergencies and project based) on or about November 1, 2006:

State Family Public Housing  
Federal Family Public Housing  
Massachusetts Rental Vouchers Program (MRVP)

Upon a roll call the "AYES and "NAYS" were as follows:

September 27, 2006 Regular Meeting Minutes

AYES  
Henry Cordero  
Patrick Flynn  
Robert McWatters  
Maria Rivera

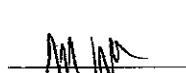
NAYS  
None

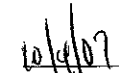
III. ADJOURNMENT



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Michael E. McLaughlin  
Executive Director

  
Initials

  
Date

**MINUTES OF THE REGULAR MEETING of the  
CHELSEA HOUSING AUTHORITY  
held on October 4, 2006**

A Regular Meeting of the Chelsea Housing Authority was held on Wednesday, October 4, 2006, at the Margolis Building, Community Room, 260 Clark Avenue, Chelsea, Massachusetts.

The Meeting was called to order at 5:30 P.M. and upon a roll call of the Members the following Commissioners were present:

Henry Cordero  
Patrick Flynn  
Robert McWatters  
Maria Rivera  
Stephen Roche

Chairman Cordero declared a quorum present.

I. MINUTES

Upon a motion by Mr. McWatters, seconded by Ms. Rivera, the Members voted unanimously to adopt the September 27, 2006 Regular Meeting Minutes, as presented.

II. NEW BUSINESS

A. Public Hearing

At 5:35 P.M. upon a motion by Mr. McWatters, seconded by Ms. Rivera, the Members voted unanimously to recess the October 4, 2006 Regular Meeting of the Chelsea Housing Authority.

At 5:35 P.M. the Members opened the Public Hearing to discuss the FY07 Annual/Five Year Plan.

The Board of Commissioners and the Executive Director addressed comments from Residents of Federal-Aided Public Housing

At 6:05 P.M. the Members reconvened the October 4, 2006 Regular Meeting.

B. FY07 Annual/Five Year Plan

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members

## October 4, 2006 Regular Meeting Minutes

voted unanimously to adopt the Resolution authorizing the Executive Director to submit and sign The Annual Plan and the Five Year Plan for the Chelsea Housing Authority's Fiscal Year beginning January 1, 2007. Upon a roll call the "AYES" and "NAYS" were as follows

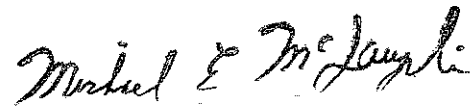
AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	
Stephen Roche	

### III. UNFINISHED BUSINESS

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to approve the standard Contract Amendment for Capital Improvement Work Plan No. 1038, Project No. 057066, between the Commonwealth of Massachusetts and the Authority in the amount of \$388,354.00 for a total Grant Award of \$591,554.00 and authorizing its execution in connection with the modernization and administration of the State-Aided Housing Program 200-2, Prattville Development, and to authorize the Executive Director or the Director of Operations, to sign the contract documents.

### IV. ADJOURNMENT

At 6:10 P.M. upon a motion by Mr. McWatters, seconded by Mr. Flynn, the Members voted unanimously to adjourn the October 4, 2006 Regular Meeting.



Michael E. McLaughlin  
Executive Director

MM      10/29/06  
Initials      Date

**MINUTES OF THE REGULAR MEETING of the  
CHELSEA HOUSING AUTHORITY  
held on November 29, 2006**

A Regular Meeting of the Chelsea Housing Authority was held on Wednesday, November 29, 2006, at the Administrative Office of the Chelsea Housing Authority, 54 Locke Street, Chelsea, Massachusetts.

The Meeting was called to order at 5:30 P.M. and upon a roll call of the Members the following Commissioners were present:

Henry Cordero  
Patrick Flynn  
Robert McWatters  
Maria Rivera  
Stephen Roche

Chairman Cordero declared a quorum present.

I. MINUTES

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to adopt the September 27, 2006 Regular Meeting Minutes, as presented.

II. NEW BUSINESS

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to approve the Executive Director's contract, as presented, and to authorize the Chairman or the Vice Chairman to sign the necessary documents. Upon a roll call the "AYES" and "NAYS" were as follows:

AYES	NAYS
Henry Cordero	None
Patrick Flynn	
Robert McWatters	
Maria Rivera	
Stephen Roche	

III. UNFINISHED BUSINESS

- A. Change Order #1: \$39,150.00 additional/Electrical Upgrade  
Brothers Electrical Corporation/Innes Apartments, 200-3  
Original Construction Amount: \$1,585,000.00

## November 29, 2006 Regular Meeting Minutes

Upon a motion by Mr. Roche, seconded by Mr. Flynn, the Members voted unanimously to authorize Change Order #1 to the contract with Brothers Electrical Corporation for changes in the additional amount of \$39,150.00 for a revised total contract amount of \$1,624,150.00, subject to final DHCD approval, and to authorize the Executive Director or the Director of Operations to sign the change order documents.

- B. Grant contract amendment execution  
Electrical upgrade at Prattville, 200-2/Grant contract DHCD  
Present Grant Contract Award: \$250,000.00  
Amendment Award: \$3,048, 217.00  
New Amount: \$3,298,217.00

Upon a motion by Mr. Roche, seconded by Mr. McWatters, the Members voted unanimously to approve the standard Contract Amendment for Capital Improvement Work Plan No. 1037, Project No. 057065, between the Commonwealth of Massachusetts and the Authority in the amount of \$3,048,217.00 for a total grant award of \$3,298,217.00 and to authorize its execution in connection with the modernization and administration of the State-Aided Housing Program, 200-2, Prattville Development, and to authorize the Executive Director or the Director of Operations to sign the contract documents.

- C. Construction Contract Approval, \$475,957.00  
Bathroom Hatches Repairs at the Prattville Apartments  
Funding Source, State Modernization  
Architect: CSS Architects, Incorporated

Upon a motion by Mr. Roche, seconded by Mr. McWatters the Members voted unanimously to award a construction contract to Gaffny Corporation Contractors for the bathroom hatches repair work at the Prattville Apartments in the amount of \$474,517.00, (with no alternates offered or accepted), subject to DHCD approval, and to authorize the Executive Director or the Director of Operations to sign the contract documents.

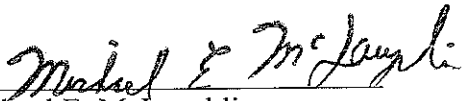
- D. Contract Amendment, \$142,750.00/CSS Architects, Inc./Prattville  
Roofing and Building Exteriors  
Funding Source: State Modernization  
Original Contract Amount: \$105,000.00  
Original Construction Estimate: \$600,000.00  
Revised Estimate: \$3,000,000.00

**November 29, 2006 Regular Meeting Minutes**

Upon a motion by Mr. Flynn, seconded by Ms. Rivera, the Members voted unanimously to authorize an increase in the amount of \$142,759.00 to the contract with CSS Architects, Incorporated for a total contract amount of \$247,750.00 as the architect for Phase III of the water infiltration repairs at the Prattville Apartments, and to authorize the Housing Authority to enter into a standard DHCD contract amendment with CSS Architects, Incorporated, subject to DHCD approval, and to authorize the Executive Director or the Director of Operations to sign the contract documents.

IV. ADJOURNMENT

At 6:35 P.M. upon a motion by Mr. McWatters, seconded by Mr. Roche, the Members voted unanimously to adjourn the September 29, 2006 Regular Meeting.

  
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Michael E. McLaughlin  
Executive Director

  
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Initials

  
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Date