

**THE REGULAR MEETING OF THE MALDEN HOUSING AUTHORITY**

The regular meeting of the Malden Housing Authority (MHA) was held on September 2, 2026, at 8:30 AM at the office of MHA, 630 Salem Street, Malden, MA 02148. All votes are by roll call with a remote Commissioner

COMMISSIONERS ATTENDING Willaim P. Hurley, Frank M. Molis, Joan M. Chiasson and Karin H. Nystrom

IN PERSON:

COMMISSIONERS ATTENDING Emmanuel Marsh  
REMOTELY:

MHA STAFF: Stephen G. Finn, Randy Waters, Thomas P. Callaghan and  
Barbara A. Hooley

**1. APPROVAL OF MINUTES 8-11-26**

The Board reviewed the minutes of the 8-11-26 meeting.

After due discussion and upon motion made by Karin H. Nystrom and seconded by Frank M. Molis, it was unanimously:

VOTED: To approve the 8-11-26 meeting minutes.

Ayes: Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin H. Nystrom

Nays: None

**2. APPROVAL OF THE BILLS AND SIGNING OF CHECKS None**

**3. FINANCIAL MATTERS**

**A. FY2026 FINANCIAL REPORTING OCTOBER, 2025 THROUGH APRIL, 2026—(Copies available upon request)--For Information only**

**B. MHA EOHLC QUARTERY OPERATING STATEMENT AND SUBMISSION FOR QUARTER ENDING 6-30-26—For Review only**

**C. MHA COMBINED BALANCE SHEET—as of 6-30-26 (Review Only)**

**D. FY2027 HUD BUDGET-- RESOLUTION 2026-11**

The Executive Director discussed and then requested approval of MHA's FY2027

Budget together with authorization and approval for Board Chairperson, William P. Hurley, to sign and submit MHA's FY2027 HUD Operating Budget Resolution form HUD-52574 in HUD's Public Housing Portal. Additionally, that all Commissioners, the Executive Director and MHA's Fee Accountant be authorized and approved to complete all required certifications and documentation required to hereafter submit MHA's FY2027 Budget to EOHLC pursuant to published FY2027 Budget Guideline requirements.

After due discussion and upon motion duly made by Frank M. Molis and seconded by Joan M. Chiasson, it was unanimous:

VOTED: RESOLUTION 2026-11 To approve MHA's FY 2027 Budget together with authorization and approval for Board Chairperson, William P. Hurley, to sign and submit MHA's FY2027 HUD Operating Budget Resolution form HUD-52574 in HUD's Public Housing Portal and additionally that all Commissioners, the Executive Director and MHA's Fee Accountant be authorized and approved to complete all required certifications and documentation required to hereafter submit MHA's FY2027 Budget to EOHLC pursuant to published FY2027 Budget Guideline requirements.

Ayes: William P. Hurley, Joan M. Chiasson, Karin H. Nystrom, Frank M. Molis and Emmanuel Marsh.

Nays: None

#### **E. FY2027 HUD BUDGET--RESOLUTION 2026-12**

The Board considered approval of a proposed three (3) year extension to the contract of employment between the Malden Housing Authority (MHA) and Stephen G. Finn, as Executive Director, expiring on September 30, 2026, with the salary being the maximum amount allowed pursuant to the MA Executive Office of Housing and Livable Communities (EOHLC's) Executive Director's Salary Worksheet (currently \$185,765). The contract requires working 37.5 hours/week for each week worked during the contract term with sick-leave, vacation accrual and buy-backs in accordance with applicable EOHLC NAGE Contract provisions and with all terms otherwise comporting with EOHLC's standard Executive Director contract, cover sheet and applicable Public Housing Notices, particularly Notices 2022-02 and 2023-06, to run for a period of up to three (3) consecutive fiscal years. The Board Chairperson is authorized to sign the Contract, then being submitted to EOHLC for review and approval. Additionally, the Board awarded a longevity bonus to the Executive Director, Stephen G. Finn, of 15 percent on his salary each year for the duration of his three (3) year extended contract.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Emmanuel Marsh, it was unanimously:

VOTED: RESOLUTION 2026-12 To approve three (3) year extension to the contract of employment between the Malden Housing Authority (MHA) and Stephen G. Finn, as Executive Director, that is expiring on September 30, 2026, with the

salary being the maximum amount allowed pursuant to the MA Executive Office of Housing and Livable Communities (EOHLC's) Executive Director's Salary Worksheet (currently \$185,765) requiring working 37.5 hours/week for each week worked during the contract term with sick-leave, vacation accrual and buy-backs in accordance with applicable EOHLC NAGE Contract provisions and with all terms otherwise comporting with EOHLC's standard Executive Director contract, cover sheet and applicable Public Housing Notices, particularly Notices 2022-02 and 2023-06, to run for a period of up to three (3) consecutive fiscal years with the Board Chairperson authorized to sign the Contract with same then being submitted to EOHLC for review and approval and additionally to approve a longevity bonus for Executive Director, Stephen G. Finn, in the amount of fifteen (15) percent on his salary each year for the duration of his three (3) year extended contract.

Ayes: William P. Hurley, Joan M. Chiasson, Karin H. Nystrom, Frank M. Molis and Emmanuel Marsh.

Nays: None

**F. ROCKLAND TRUST—Energy Performance Contract (EPC) Loan Payment**

The Board examined a request for approval and authorization for the Finance Director to transfer up to \$1,200,000.00 from Eastern Bank to Rockland Trust's MHA EPC Loan account to make monthly payments on MHA's EPC Loan obligation during FY2027.

After due discussion and upon motion duly made by Frank M. Molis and seconded by Joan M. Chiasson, it was unanimously:

VOTED: To approve the Finance Director to transfer up to \$1,200,000.00 from Eastern Bank to Rockland Trust's MHA EPC Loan account to make monthly payments on the obligation during FY2027.

Ayes: Joan M. Chiasson, William P. Hurley, Emmanuel Marsh, Frank M. Molis and Karin H. Nystrom

Nays: None

**G. MHA PROCUREMENT AUTHORITY--Requests**

The Board assessed a request to delegate authority to Modernization and Procurement Director, Randy Waters, to issue purchase orders for amounts up to \$49,999.00 in HAB's Purchase Order (PO) system along with approval and authorization for changes/additions to the Executive Directors delegation of procurement authority as detailed below pursuant to MHA's Procurement Policy.

| Staff Name        | Status | Purchase Award Limit       | Current Credit Limit                | New Credit Limit                    |
|-------------------|--------|----------------------------|-------------------------------------|-------------------------------------|
| Stephen Finn      | Active | See MHA Procurement Policy | \$49,999-State<br>\$250,000-Federal | \$49,999-State<br>\$350,000-Federal |
| Randy Waters      | Active | \$10,000                   | \$10,000                            | \$15,000 on both                    |
| Samantha Heggarty | Active | \$10,000                   | \$10,000                            | No Change                           |
| Eric Svenson      | Active | N/A                        | \$5,000                             | \$10,000                            |
| Tom Ruddock       | New    | N/A                        | N/A                                 | \$10,000                            |

After due discussion and upon motion duly made by Karin H. Nystrom and seconded by Frank M. Molis, it was unanimously:

**VOTED:** To approve delegation of authority to Modernization Director, Randy Waters, to issue PO for amounts up to \$49,999.00 in the HAB system along with approval and authorization for changes/additions to the Executive Directors delegation of procurement authority as detailed above pursuant to MHA's Procurement Policy.

**Ayes:** Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin H. Nystrom

**Nays:** None

**H. AMENDMENT OF NAME CHANGE--"Mystic Valley Elder Services, Inc." (MVES) with "Mystic Valley Aging Services, Inc." (MVAS)--(For Information only)**

The Board was informed of a corporate amendment of a name change as follows: "Mystic Valley Elder Services, Inc." (MVES) amended to "Mystic Valley Aging Services, Inc." (MVAS).

**I. MEMORANDUM OF UNDERSTANDING (MOU)--Mystic Valley Aging Services (MVAS)**

The Board considered a request to approve a MOU between Malden Housing Authority (MHA) and (MVAS) for MHA to contract with MVAS for a Supportive Housing Service Coordinator (SHSC) to serve the Forestdale Development in the amount of \$40,000.00/year or \$3,333.33/month for one (1) year with the ability to extend up to four (4) additional years at MHA's discretion and each such renewal adjusted by an annual escalator of three (3) percent with cost paid by the COCC/State program or as otherwise determined by the Finance Director.

After due discussion and upon motion duly made by Karin H. Nystrom and seconded by Joan M. Chiasson, it was unanimously:

VOTED: To approve the MOU between MHA and MVAS as detailed above with cost paid by the COCC/State program or otherwise as determined by the Finance Director.

Ayes: Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin H. Nystrom

Nays: None

**J. HUD FY2027 PASSBOOK--Savings Rate**

The Board evaluated HUD's CY2027 Passbook Rate of 0.38% for imputed interest income on tenants' assets with an implementation date of 01/01/2027 for all programs.

After due discussion and upon motion duly made by Frank M. Molis and seconded by Emmanuel Marsh, it was unanimously:

VOTED: To approve and adopt HUD's CY2027 Passbook Rate of 0.38% as MHA's Passbook Rate as detailed above for FY2027 with an implementation date of 01/01/2027 for all applicable programs.

Ayes: Joan M. Chiasson, William P. Hurley, Emmanuel Marsh, Frank M. Molis and Karin H. Nystrom

Nays: None

**K. RESOLUTION 2026-10--DEIULIS BROTHERS CONSTRUCTION CO.,INC. (DEIULIS)--Application for Payment and Certificate of Final Completion**

The Board perused an Application for Payment and Certificate of Final Completion dated 7-21-26 in the amount of \$695,053.87 from DEIULIS for final work on the Forestdale ModPhase Project with cost paid by the State through CapHub.

After due discussion and upon motion duly made by Frank M. Molis and seconded by Joan M. Chiasson, it was unanimously:

VOTED: To approve payment of Application for Payment and Certificate of Final Completion in the amount of \$695,053.87 from DEIULIS for work on the Forestdale ModPhase Project with cost paid by the State through CapHub.

Ayes: Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin H. Nystrom

Nays: None

**L. SOUTHCOAST IMPROVEMENT COMPANY (Southcoast)--Change Orders-two (2)**

The Board assessed two (2) change orders from Southcoast as detailed below with cost to be paid by the CFP.

| Date         | PCO# | Amount             | Work Completed                                     | Cost Paid by |
|--------------|------|--------------------|----------------------------------------------------|--------------|
| 8-19-26      | #022 | \$63,269.49        | AMP 2-Suffolk Manor Gas to Electrification Project | CFP          |
| 8-19-26      | #023 | \$4,611.42         | AMP 2-Suffolk Manor Gas to Electrification Project | CFP          |
| <b>Total</b> |      | <b>\$67,880.91</b> |                                                    |              |

After due discussion and upon motion duly made by Emmanuel Marsh and seconded by Frank M. Molis, it was unanimously:

**VOTED:** To approve two (2) change orders as detailed above totaling \$67,880.91 from with cost paid by the CFP.

**Ayes:** Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin H. Nystrom

**Nays:** None

**M. 557 PLEASANT STREET DRAIN LINE REPAIR--Performance Bonus Request**

The Executive Director presented the Board with a request to award a performance bonuses to the MHA staff members listed below for their exceptional efforts to correct drain line issue at 557 Pleasant Street that required a disabled elderly resident to be relocated to a local hotel for six days. The team worked cooperatively to fix the problem quickly, and the tenant then returned safely back to her unit.

| Name            | Title             | Bonus Amount |
|-----------------|-------------------|--------------|
| Mike Gilligan   | Foreman           | \$1,500.00   |
| Eric Svenson    | Principal Foreman | \$1,000.00   |
| Tom Ruddock     | Foreman           | \$1,000.00   |
| Paul Maccuish   | Plumber           | \$1,000.00   |
| John Eccleston  | Carpenter         | \$1,000.00   |
| Jason Nickerson | Laborer           | \$1,000.00   |
| Matt Figueiredo | Laborer           | \$1,000.00   |
| Jen Carlson     | PH Director       | \$1,000.00   |

After due discussion and upon motion duly made by Karin H. Nystrom and seconded by Frank M. Molis, it was unanimously:

VOTED: To approve payment of performance bonuses to MHA staff as detailed above with cost paid as determined by the Finance Director.  
Ayes: Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin H. Nystrom  
Nays: None

**N. VACATED TENANT BALANCES-- FEDERAL AND STATE THROUGH 8-21-26**

The Board analyzed the vacated tenant balances and write offs for all Federal and State tenants through 8-21-26 with Attorney Danielle Walsh having the authority to pursue collection, if recovery is feasible at her discretion.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously:

VOTED: To approve to write off all vacated tenant balances through 8-21-26 with collection recovery at Attorney Danielle Walsh's discretion.  
Ayes: Joan M. Chiasson, William P. Hurley, Emmanuel Marsh and Karin H. Nystrom  
Nays: None

**O. 13 ROCKLAND AVE--Lease Renewal**

The Board reviewed the FY2027 EOHLC 689 Program renewal of the lease with Elliot Community Human Services for 13 Rockland Ave with increased rent from \$3,022.72/month to \$3,107.35/month effective 10/01/2026 and authorization for Executive Director to sign and submit the lease addendum and all renewal documents through DocuSign for signatures by all parties.

After due discussion and upon motion duly made by Emmanuel Marsh and seconded by Frank M. Molis, it was unanimously:

VOTED: To approve FY2027 EOHLC 689 Program renewal of the lease with Elliot Community Human Services for 13 Rockland Ave and to increase the rent from \$3,022.72/month to \$3,107.35/month effective 10/01/2026 and grant authorization to the Executive Director to sign and submit the lease addendum and all renewal documents through DocuSign for signatures by all parties.  
Ayes: Joan M. Chiasson, William P. Hurley, Emmanuel Marsh and Karin H. Nystrom  
Nays: None

**P. MYSTIC VALLEY AGING SERVICES (MVAS)--Invoice**

The Board studied an invoice dated 8-26-26 in the amount of \$16,585.00 from MVAS for on-site Resident Service Coordinators for the month of July with cost paid by the AMP's served.

After due discussion and upon motion duly made by Joan M. Chiasson and seconded by Frank M. Molis, it was unanimously:

**VOTED:** To approve payment in the amount of \$16,585.00 to MVAS as detailed above with cost paid by the AMP's served.

**Ayes:** Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin H. Nystrom

**Nays:** None

**Q. MALDEN POLICE DEPARTMENT--Invoices (9)**

The Board perused nine (9) invoices from the Malden Police as detailed below:

| Invoice #    | Date    | Amount            |
|--------------|---------|-------------------|
| 37205        | 8-7-26  | \$337.39          |
| 37222        | 8-11-26 | \$337.39          |
| 37234        | 8-11-26 | \$674.78          |
| 37254        | 8-13-26 | \$337.39          |
| 37279        | 8-18-26 | \$674.78          |
| 37294        | 8-19-26 | \$337.39          |
| 37306        | 8-21-26 | \$337.39          |
| 37322        | 8-24-26 | \$1,012.17        |
| 37359        | 8-27-26 | \$337.39          |
| <b>TOTAL</b> |         | <b>\$4,386.07</b> |

After due discussion and upon motion duly made by Karin H. Nystrom and seconded by Emmanuel Marsh, it was unanimously:

**VOTED:** To approve payment in the amount of \$4,386.07 as detailed above to the Malden Police Department with cost paid by the AMP's served.

**Ayes:** Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin Nystrom

**Nays:** None

**R. SOUTHCOAST--Certificate of Substantial Completion**

The Board examined a Certificate of Substantial Completion dated 8-28-26 from Southcoast for MHA's Suffolk Manor resident stove to electrification project and authorization for Executive Director to sign same and close out this project.

After due discussion and upon motion duly made by Frank M. Molis and seconded by Joan M. Chiasson, it was unanimously:

VOTED: To approve Certificate of Substantial Completion from Southcoast as detailed above and authorize Executive Director to sign same to close out project.

Ayes: Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin H. Nystrom

Nays: None

**S. EXECUTIVE OFFICE OF HOUSING AND LIVABLE COMMUNITIES (EOHLC)--Awards (2)**

The Board studied two (2) awards from EOHLC SUST-FY26 Water Conservation project, the first in the amount of \$20,691.00 for Forestdale 667-1 and the second in the amount of \$56,083.00 for Forestdale 667-3 for the replacement of inefficient toilets.

After due discussion and upon motion duly made by Karin H. Nystrom and seconded by Frank M. Molis, it was unanimously:

VOTED: To accept two (2) awards from EOHLC SUST -FY26 Water Conservation, the first in the amount of \$20,691.00 for Forestdale 667-1 and the second in the amount of \$56,083.00 for Forestdale 667-3 for the replacement of inefficient toilets.

Ayes: Joan M. Chiasson, William P. Hurley, Frank M. Molis, Emmanuel Marsh and Karin H. Nystrom

Nays: None

4. **POLICIES AND CONTRACTS** None

5. **REVIEW OF CHARITABLE REQUESTS** None

6. **CORRESPONDENCE, PUBLICATIONS AND COMMUNICATIONS:**

a) PHADA ADVOCATE—August 19,2026

7. **REVIEW OF APPROVED FOR PAYMENT CAPITAL INVOICES, REQUISITIONS FOR PAYMENT AND ALL OTHER APPLICABLE PROJECT DOCUMENTATION (EDIFICATION ONLY)**

- a) Siemens Invoice dated 8-21-26 in the amount of \$53,421 for HUD EPC Performance Assistance Assurance Services to be completed for the period 7/1/2026 to 6/30/2027 with cost paid as allocated by the Finance Director.

8. **REVIEW OF APPROVED TRAINING AND CONFERENCE OFFERINGS**

NAHRO-"NAT CON" 2026—October 15<sup>th</sup> through 17<sup>th</sup> Denver, CO.

9. **OPEN DISCUSSION**

- a) Letter dated 8/11/26 from HUD's Office of Fair Housing (FHEO) closing MHA's Voluntary Compliance Case.
- b) Correction and Confirmation of Gordon and Griffin monthly fee for financial services of \$9,000.00 per month increasing to \$9,900.00 per month. Change order for \$10,800.00 approved at 8-11-26 meeting.
- c) Confirmation of Poll Vote to allow the Malden Golden Tornado Club to keep their donation in the amount of \$200.00 for their Annual Golf Tournament which was cancelled due to rain.
- d) Review of Proposed FY2027 Board Officer Positions for 10-13-26 Meeting  
Frank M. Molis-Chair  
Joan M. Chiasson-Vice Chair  
Emmanuel Marsh- Secretary  
Karin H. Nystrom-Treasurer  
Bill Hurley-Assistant Treasurer
- e) "Save the Date" NSHEDA Legislative Breakfast at Spinelli's in Lynnfield on Friday,10/16/2026.

09/02/26

ADJOURNMENT

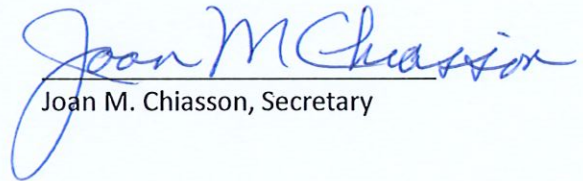
After due discussion and upon motion duly made by Frank M. Molis and seconded by Karin H. Nystrom, it was unanimously:

VOTED: To: Adjourn, subject to the recall by chair.

Ayes: William P. Hurley, Emmanuel Marsh, Frank M. Molis, Joan M. Chiasson and Karin H. Nystrom

Nays: None

Adjourned at 9:55 AM

  
Joan M. Chiasson, Secretary