



Arlyn Zuniga, President  
Town of Milton

Orazio DeLuca, Co-Secretary  
City of Woburn

Michael Richards, Vice President  
City of Somerville

Lorraine See, Co-Secretary  
Town of Braintree

Shab Khan, Treasurer  
City of Medford

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### **MEETING MINUTES**

Wednesday, March 17, 2021  
Virtual Meeting

#### **Officers Present:**

Arlyn Zuniga, President  
Michael Richards, Vice President  
Shab Khan, Treasurer  
Orazio DeLuca, Co-Secretary  
Lorraine See, Co-Secretary

#### **Business Meeting:**

**Welcome:** President Arlyn Zuniga opened the meeting at 10:32am and thanked the attendees for logging into the meeting. Arlyn introduced the MAPPO officers and executive staff. A motion to approve the meeting minutes for January was accepted and approved. There were NO new members to introduce.

**Treasurer's Report:** Shab Khan presented the Treasurer's report for the month of February 2021. The beginning balance for January was \$67,475.94. With fees and dues collected, bank interest added, minus expenses, there was an ending balance for the month of February of \$66,003.86. A motion to accept the treasurer report was approved.

**Legislative Affairs Committee Report:** Michael Richards updated members on pending bills regarding Trench Safety and OSHA Requirements. The state has once again listed Trench Safety as a **30B bill amendment** instead of a CH. 149 and 30/39M Requirements. Unfortunately, this is in response to a tragic accident on a construction site in Boston. The Legislative Committee is formulating a response for when the IG puts these bills forward.

**Website Committee Report:** President Zuniga advised members that the Website Committee would be better about updating the meeting agendas and minutes in a timely manner. All of the information will be updated and cleaned up.

**Announcements:** Our next meeting will be Wednesday, April 14, 2021. Virtual meeting once again.

**New Business and Member's Agenda Items:** Jackie Needham from the Operational Services Division gave an update on new contracts and vendors regarding:

- TRD01 Trades Contract is partially re-opened in select counties across the state
- FAC103 Landscaping Contract is up and running

Joan Miller from MHEC introduced new staff members:

1. Janet Garabedian
2. Ryan Kitter
3. Brian Agis

Joan also discussed a new staffing contract, Contract S04, offering discounts from Robert Staff.  
Joan informed MAPPO that the State of Mass has approved using Docusign for contracts.

Prior to Jackie Needham's presentation, members were instructed to cast their vote for the new set of Officers. The results, presented at the end of Jackie's presentation, are as follows:

President: Mary Delaney  
Vice President: Michael Richards  
Treasurer: Dave Gelineau  
Secretary: Tatiana Swanson

Respectfully submitted,

Orazio DeLuca  
MAPPO Co-Secretary