

**FALL RIVER HOUSING AUTHORITY**  
**85 MORGAN STREET**  
**P.O. BOX 989**  
**FALL RIVER, MA 02722**

**TIMOTHY S. BARROW**  
**EXECUTIVE DIRECTOR**

**TELEPHONE 508-675-3500**  
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September 4, 2019

To: Roger P. Tache, Chairman  
Mary L. Sahady, Vice-Chairwoman  
Jason Burns, Treasurer  
David Underhill, Commissioner  
Leonard Aguiar, Commissioner

You are hereby notified that the members of the Fall River Housing Authority are called to meet in **Regular Session** at 85 Morgan Street, in the City of Fall River, Massachusetts, on **MONDAY, SEPTEMBER 9, 2019** at 5:00 o'clock p.m., for the following purposes:

**(Date for Board meeting for October, 2019 needs to be rescheduled due to holiday on the 2<sup>nd</sup> Monday of this month)**

**1. Minutes of the Regular Meeting held on August 12, 2019**

Recommended Action: to accept

**2. Bills and Communications**

a) Vouchers

Recommended Action: to accept

2.

### **3. Report of the Secretary**

#### a) Management Reports

##### **1. Applications**

##### **2. Occupancy Report**

##### **3. Tenants Accounts Receivables**

##### **4. Work Order Report**

##### **5. Public Housing Performance Indicator Reports**

Recommended Action: to accept

#### b) Financial Reports (July, 2019)

Recommended Action: to accept

#### c) Open Enrollment for Blue Cross/Blue Shield Dental Blue (effective October 1, 2019)

Recommended Action: to accept

### **4. New Business**

#### **Modernization**

##### a) Presentation by CBI Consultants, LLC (Cardinal Medeiros Towers Elevators)

Recommended Action: discussion

3.

b) Director of Facilities Monthly Report

Recommended Action: information/discussion

c) Certificate of Completion-Consolidated for Exterior Sealants & Coatings  
at Frank B. Oliveira Apartments

Recommended Action: approval

d) Certificate of Substantial Completion for Roof Replacement at Oak  
Village

Recommended Action: approval

e) Change Order No. 1 Roof Replacement at Oak Village

(Change Order No. 1 is a DECREASE in contract amount by  
\$9,322.80)

Recommended Action: approval

f) Certificate of Substantial Completion for Roof Replacement (Phase 2)  
at Sunset Hill

Recommended Action: approval

g) Change Order No. 1 for Roof Replacement (Phase 2) at Sunset Hill

(Change Order No. 1 is an INCREASE in the contract amount by  
\$130,600.00)

Recommended Action: approval

h) Contract Award for Laundry Room Conversion at Sunset Hill

Recommended Action: award contract to the low bidder, Collins  
Construction Co., Inc., in the amount of \$350,820.00

4.

### **Miscellaneous**

a) Supplemental Police Services Contract

Recommended Action: continuation of contract for one (1) year period, beginning October 1, 2019 to September 30, 2020, for five (5) officers, in an amount not to exceed \$410,000.00

b) Animal Control Officer Contract

Recommended Action: continuation of contract for one (1) year period, beginning October 1, 2019 to September 30, 2020, in an amount not to exceed \$17,500.00

c) Out-of-State Travel

Recommended Action: ratify permission for Melissa Melo, Director of Finance, to attend Intermediate HUD Accounting, Reporting & Budgeting training in Chicago, IL from October 22<sup>nd</sup> through October 24<sup>th</sup>

### **Personnel**

a) Director of Modernization Position **Job Description**

Recommended Action: ratify job description

b) Director of Modernization Position

Recommended Action: approve appointment of Arthur Anderson

c) Compliance Officer Position **Job Description**

Recommended Action: ratify job description

5.

d) Compliance Officer Position

Recommended Action: recommendation to be made at Board meeting

e) Painter Position

Recommended Action: ratify appointment of Vincent Rapoza

f) “Temporary” Maintenance Mechanic/Floater Position—2<sup>nd</sup> Shift

Recommended Action: ratify appointment of Patrick Aubin

g) Maintenance Mechanic 1/Floater Position

Recommended Action: ratify in-house posting

h) Maintenance Custodian/Floater Positions (2)

Recommended Action: ratify in-house posting

i) Clerk Interviewer Position (Section 8)

Recommended Action: ratify appointment of Thomas Timms

**Resident Concerns**

and the transaction of any other business that may come before the meeting.

Sincerely,

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Timothy S. Barrow, Executive Director  
TSB:mjg