

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

**TIMOTHY S. BARROW  
EXECUTIVE DIRECTOR**

**TELEPHONE 508-675-3500  
FAX 508-677-1346**

**KEVIN SBARDELLA  
DEPUTY EXECUTIVE DIRECTOR**

December 8, 2021

To: Mary L. Sahady, Chairwoman  
David Underhill, Vice-Chairman  
Jason Burns, Treasurer  
Jo Ann Bentley, Commissioner  
John Medeiros, Commissioner

You are hereby notified that the members of the Fall River Housing Authority are called to meet in **Regular Session** on **MONDAY, DECEMBER 13, 2021** at **5:00 o'clock p.m.** in the **James A. O'Brien, Sr. Apartments Community Hall, 34 Whipple Street, in the City of Fall River, Massachusetts, (please use Second Street entrance)** for the following purposes:

**1. Roll Call**

**--Citizen Input  
--Resident Input**

**2. Minutes of the Regular Meeting held on November 8, 2021**

**Recommended Action: to accept**

**ADA Fair Housing Coordinator  
Michael Sousa, Esquire 508-675-3500**

2.

**3. Bills and Communications**

a. Vouchers

**Recommended Action: to accept**

**4. Management Reports**

1. Applications
2. Occupancy Report
3. Tenants Accounts Receivable
4. Work Order Report
5. Monthly Section 8 Voucher Activity Report
6. Monthly Personnel Count/Report
7. Director of Modernization Monthly Report
8. Bank, Investment & Bond Debt Balance Reports

**Recommended Action: to accept**

**5. Financial Reports (Director of Finance)**

a. Financial Reports (October, 2021)

**Recommended Action: approve**

b. S&P Global Ratings Pre-Publication Document

**Recommended Action: information**

c. Massachusetts Municipal Depository Trust Account (MMDT)

**Recommended Action: authorize Director of Finance to be a signatory for MMDT Account**

3.

d. Fall River Contributory Retirement Board FY2023 Appropriation

**Recommended Action: information**

**6. Update from Executive Director**

**New Business**

1. **Modernization**

a) Gateway Grant Architectural Contract for Maple Gardens Status Update

**Recommended Action: information**

b) Change Order No. 3 for the Basement Upgrades at Maple Gardens

(Change Order No. 3 is an INCREASE of \$2,342.11 to the contract amount for additional electrical wiring and new LED lights at the stair landing in 45 buildings)

**Recommended Action: approval**

c) Change Order No. 1 for the Elevator Modernization Project at Raymond D. Holmes Apartments

(Change Order No. 1 is an INCREASE of \$2,270.00 to the Contract amount, and includes contract time extension of one (1) day)

**Recommended Action: approval**

4.

- d) Change Order No. 1 for the Exterior Building Envelope/Balcony Repairs and Roof Replacement at James A. O'Brien, Sr. Apartments

(Change Order No. 1 is an INCREASE of \$22,759.00 to the Contract amount to complete the revised roof edge detail)

**Recommended Action: approval**

- e) Change Order No. 2 for the Boiler and Domestic Water Heater Replacement project at Cardinal Medeiros Towers

(Change Order No. 2 is an INCREASE of \$5,091.66 to the contract for 2 items)

**Recommended Action: approval**

- f) Change Order No. 1 for HVAC Modifications at Sunset Hill

(Change Order No. 1 is a CREDIT of \$984.50 for eliminating the Installation of a new aluminum exterior awning)

- g) Certificate of Substantial Completion and Certificate of Completion-Consolidated for HVAC Modifications at Sunset Hill

**Recommended Action: approval**

- h) Certificate of Substantial Completion and Certificate of Completion-Consolidated for Emergency Generator Improvements at Nicholas W. Mitchell Heights

**Recommended Action: approval**

2. Miscellaneous

- a) NERC/NAHRO Mid-Winter Conference (2/6—2/9, Mohegan Sun)

**Recommended Action: approval for Commissioners and authorized Staff to attend**

- b) Fall River Joint Tenants Council, Inc. Executive Director Contract

**Recommended Action: renew a one (1) year contract to Edward Gagnon, of Edward Gagnon Associates, in an amount not to exceed \$25 per hour (20 hours per week)**

- c) Contract Awards for On-Call Trades for Plumbing, Carpentry, Electrical, Painting, Glass Fabrication and Repair, Asphalt/Concrete, Flooring Repairs

**Recommended Action: award one (1) year contracts to All Phase, Paul Nunes & Sons, Fox Painting & WM Painting, Inc. (Painting); Door & Glass Innovation (Glass Fabrication/Repair); O'Brien Plumbing & Heating (Plumbing); EJRP Properties, Collins Construction (Carpentry); Joe Bednarik (Electrical); Joe's Carpet, All Phase (Flooring Repairs) and Industrial Concrete Solutions (Asphalt/Concrete), in an amount not to exceed \$50,000.00**

- d) Integrated Web-Based Software Installation & Maintenance for all Programs

**Recommended Action: award a three (3) year set-up and service contract to Management Computer Services, Inc., in an amount of \$154,462.00**

6.

e) Computer Server for Housing Information System

**Recommended Action: approve purchase of a Hewlett Packard Enterprise ML 350 Gen 10 Server Dual Intel Xeon 2.30GHz CPU 32GB DDR4 RAM 3 year 24/7 HP support 6 -1.6TB Solid State Hard Drive configured in RAID 5 with hot spare Microsoft Windows Server 2019 (32 Core) from Local Computer Store, in an amount of \$21,589.00**

f) Voice-Over IP Telephone System for all Programs

**Recommended Action: award a three (3) year contract to purchase set-up installation, labor and support to Vertical Communications for a complete VOIP Telephone System, in an amount of \$84,277.50**

g) Interactive Kiosks for Section 8 Department (2)

**Recommended Action: approve purchase of two (2) kiosks, the initial installation with a three (3) year service agreement and a two (2) year bumper-to-bumper warranty from Dyna Touch Corporation, in an amount of \$65,135.00**

### 3. Personnel

a) Resignations of Employees

**Recommended Action: accept resignations of Keith Bettencourt, effective on November 19, 2021 and Cheri Melo, effective on November 12, 2021**

b) Retirement of Employee

**Recommended Action: approve retirement of David Machado, effective on February 14, 2022**

7.

- c) Applicants for Positions of Housing Choice Voucher (H.V.C.) Support Assistant, H.V.C. Clerk Interviewer and Public Housing Clerk Interviewer

Ruth Andino  
Shana Carvalho  
Michelle Franco  
Jennifer Hall

Carlos Rodriguez  
Susan Costa  
Elizabeth Homen

**Recommended Action: recommendations to be made at Board meeting**

- d) Applicants for Maintenance Custodian/Floaters

Cody Medeiros  
Mark Amarantes

**Recommended Action: recommendations to be made at Board meeting**

- e) AFSCME Correspondence Regarding Union Negotiations

**Recommended Action: appoint negotiating committee**

- f) Carry Over of Annual Leave

**Recommended Action: approval for Director of Facilities Management and Director of Maintenance to carry over unused annual leave, due to Director of Buildings & Grounds absence**

- g) Performance Review for Executive Director

**Recommended Action: performance review**

**Executive Session**

h) Watuppa Heights Litigation Update

**Recommended Action: anticipated Executive Session pursuant to M.G.L. c. 30A, Sec. 21 (a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares**

i) Lawsuit—Docket #2173CV00570

**Recommended Action: anticipated Executive Session pursuant to M.G.L. c. 30A, Sec. 21 (a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares**

j) Union Negotiations for Contract Expiring on March 31, 2022

**Recommended Action: anticipated Executive Session pursuant to M.G.L. c. 30A, Sec. 21 (a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares**

k) COLA Increase Effective December, 2020 for Executive Director

**Recommended Action: anticipated Executive Session pursuant to M.G.L. c. 30A, Sec. 21 (a) (2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel**



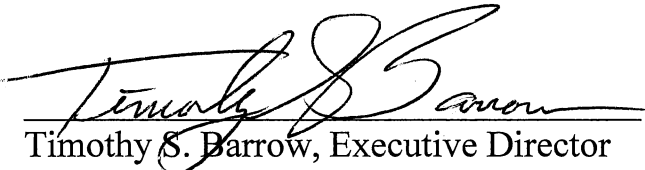
9.

1) COLA Increase Effective December, 2021 for Executive Director

**Recommended Action: anticipated Executive Session pursuant to M.G.L. c. 30A, Sec. 21 (a) (2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel**

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

Sincerely,



Timothy S. Barrow, Executive Director

TSB:mjg