

**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**

January 19, 2022

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 **Postponed Annual Session** on **MONDAY, JANUARY 24, 2022**, at **4:30 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 December 13, 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. Federal Programs (October, 2021)

Recommended Action: approve

b. Financial Reports (November, 2021)

Recommended Action: approve

6. Update from Executive Director

New Business

1. **Modernization**

- a) DHCD Capital Improvement Plan (CIP) for Fiscal Years 2022-2026

Recommended Action: approval

- b) Change Order No. 4 for Elevator Improvements at Cardinal Medeiros Towers

(Change Order No. 4 is an INCREASE of \$4,854.00 to the contract amount for repairs to the Fire Service for Code Compliance)

Recommended Action: approval

- c) Change Order No. 2 for the Exterior Building Envelope/Balcony Repairs & Roof Replacement at James A. O'Brien, Sr. Apartments

(Change Order No. 2 is an INCREASE OF \$22,544.88 to the contract amount for repairs to the cracked exterior concrete walkways and exterior stairway/retaining wall located in the parking lot at the east side of building; and upgrade lighting protection system)

Recommended Action: approval

- d) Certificate of Substantial Completion and Certificate of Final Completion for Emergency Replacement of Underground Gas Lines and Service Meters at Maple Gardens

4.

(The General Contractor, Glionna Plumbing & Heating Services, Inc., substantially completed work on December 9, 2021; and final Contract amount was \$21,000.00)

Recommended Action: approval

- e) Permission to Advertise for Bids for Building Envelope Improvements at Heritage Heights

(Estimated contract value is \$190,000.00, with construction start date of June, 2022. Roofing is planned for summer of 2023)

Recommended Action: approval

- f) Contract Award for Fire Alarm Panel Replacement at Raymond D. Holmes Apartments

(Two (2) bids were received and opened on December 6, 2021)

Recommended Action: permission to award contract to low bidder, Sparks Company, Inc., in the amount of \$30,482.00

- g) Contract Awards for Architectural Services

1) Contract to William Starck Architects, in the amount of \$38,900.00 for Roof Replacement of 3 buildings at Sunset Hill

2) Contract to William Starck Architects, in the amount of \$33,300.00 for Exterior Building Work at Holmes Apartments

3) Contract to C.A. Crowley, in the amount of \$9,850.00 for Fire Alarm Control Panel Replacement at Holmes Apartments

Recommended Action: approval

2. **Miscellaneous**

- a) Fall River Housing Authority Agency Plan 2022/Annual Plan and Certifications (Five-Year Annual Plan) (executed by Chairwoman) and Certification by State or Local Official of PHA Plan's Consistency with Consolidated Plan (executed by Mayor)

Recommended Action: approval

- b) Fiber-Optic Internet for HCV/Section 8 Department

Recommended Action: procure consultant for RFP to provide Fiber-Optic Internet at Cardinal Medeiros Towers

3. **Personnel**

- a) Temporary Truck Driver Position

Recommended Action: permission to post in-house

- b) Computer & Security Systems Administrator Position

Recommended Action: approve job description; post in-house and advertise

- c) Retirement of Employee

Recommended Action: approve retirement of Timothy S. Barrow, Executive Director, effective on March 31, 2022

6.

d) Executive Director Search

Recommended Action: discussion

e) Clerk Interviewer Positions—3 (Tenant Selection Dept.)

Recommended Action: ratify approval for in-house posting and external advertising (on website) for 3 positions

f) Clerk Interviewer Positions—2 (Tenant Selection Dept.)

Recommended Action: ratify appointments of Susan Costa and John Goldrick

g) Maintenance Custodian/Floater Positions—3

Recommended Action: ratify approval for in-house posting and external advertising (on website) for 3 positions

h) Maintenance Custodian/Floater Positions—3

Recommended Action: ratify appointments of Mark Amarantes, Lawrence Fonseca and Cody Medeiros

4. Election of Officers for Calendar Year 2022

Executive Session

a) 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

7.

b) 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

c) 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