

**“REVISED”**  
**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

March 3, 2021

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

You are hereby notified that the members of the Fall River Housing Authority are called to meet in **Regular Session** on **Monday, March 8, 2021** at **5:00 o'clock p.m.** for the following purposes: **(Due to social distancing guidelines related to the COVID-19 state of emergency, this meeting will be held remotely, and will not be held at the Fall River Housing Authority administrative offices. The public is invited and encouraged to listen to the meeting via telephone by calling 1-646-558-8656, meeting ID number—932 0364 9018, wait for the verbal prompts, then enter passcode 806330#). The Board chairwoman will instruct participants on the appropriate time and manner for public comment during the meeting.**

**1. Roll Call**

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

**2. Minutes of the Regular Meeting held on February 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

**Recommended Action: to accept**

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

- a. Monthly Financial Report

**Recommended Action: to approve**

**6. Update from Executive Director**

**New Business**

1. **Modernization**

- a) Contract Award for Balcony Repairs at Raymond D. Holmes Apartments

**Recommended Action: award contract to low bidder, East Coast Masonry & Restoration, Inc., in the amount of \$333,800.00**

3.

- b) Certificate of Completion-Consolidated for New Video Security Upgrades at Edward F. Doolan Apartments

**Recommended Action: approval**

- c) Change Order No. 1 for Elevator Improvement Project at Cardinal Medeiros Towers

(Change Order No. 1 is an increase in the contract amount of \$134,450.00 for six (6) items, and an extension of 42 calendar days to complete work)

**Recommended Action: approval**

- d) Contract Award for Basement Upgrades at Maple Gardens

**Recommended Action: award contract to low bidder, DDC Construction, Inc., in the amount of \$1,007,600.00**

## 2. Miscellaneous

- a) Residential Emergency Security Guard Services (COVID-19)

**Recommended Action: ratify award of a contract with Metro Security Services, to continue security guard coverage at elderly high-rises, at the hourly rates of \$21.50 (regular) and \$32.25 (holiday/overtime), commencing on or about 3/10/21 and terminating on or about 6/30/21**

- b) Two (2) All Wheel Drive Cargo Vans

**Recommended Action: permission to advertise for purchase, at an estimated cost of \$45,855 each**

c) Surplus Items

**Recommended Action: permission to declare items as surplus, in accordance with M.G.L. Ch. 30-B**

d) Maintenance Tractor

**Recommended Action: approve purchase of one (1) John Deere Sub-Compact Snow Removal Tractor from United Ag & Turf, in the amount of \$25,717.60**

3. **Personnel**

a) Resignation of Employee

**Recommended Action: accept resignation of Melissa Melo, effective on March 19, 2021**

b) Director of Finance

**Recommended Action: ratify permission to advertise**

c) Acting Director of Finance

**Recommended Action: ratify temporary appointment of Nella Souza, beginning on March 22, 2021**

d) “Temporary” Property Manager Positions (2)

**Recommended Action: approve appointments of Sarah Souza and Laurie Lapointe**

e) Warehouse Maintenance Custodian Position (Permanent)

**Recommended Action: ratify appointment of Brendan Dyson**

f) Inventory Asset Data Entry Clerk Position

**Recommended Action: approve appointment of Thomas Timms, effective upon replacement**

g) Clerk Interviewer Position (Section 8 Department)

**Recommended Action: ratify in-house posting**

h) Section 8 Reorganization

**Recommended Action: discussion**

i) Watuppa Heights Litigation

**Recommended Action: discussion (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)**

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