

**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 16, 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 Regular Session** on **MONDAY, MARCH 21, 2022**, 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 February 14, 2022

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 Statements (January, 2022)

Recommended Action: to accept

b. FYE 3/31/21 Audit Report and Corrective Action Plan

Recommended Action: approval

c. Top 5 Compensation Certification

Recommended Action: approval

3.

6. Update from Deputy Executive Director

Recommended Action: for information

New Business

1. Modernization

a) DHCD Amendment #11 to Contract for Financial Assistance

(Amendment #11, in the amount of \$1,005,313.92, is for Formula Funding Award for FY2024)

Recommended Action: approval

b) Change Order No. 5 for Basement Upgrades at Maple Gardens

(Change Order No. 5 is a CREDIT in the amount of \$53,517.21 to the Contract)

Recommended Action: approval

c) Permission to Advertise for Bids for the Building Entrance Structural Study at Cardinal Medeiros Towers (Estimated Value--\$300,000.00)

Recommended Action: approval

d) Change Order No. 3 for Exterior Building Envelope/Balcony Repairs & Roof Replacement at O'Brien Apartments

(Change Order No. 3 is an INCREASE of \$16,000.00 to the Contract for additional costs due to issues with rigid insulation supplied for the Roof Replacement)

Recommended Action: approval

4.

- e) Change Order No. 3 for Elevator Modernization at Holmes Apartments

(Change Order No. 3 is an INCREASE of \$687.00 to the Contract to provide 2 phone lines to elevator controllers)

Recommended Action: approval

- f) Certificate of Completion-Consolidated for Fire Alarm Panel Upgrades at Cardinal Medeiros Towers and Mitchell Heights

(The General Contractor, M-V Electrical Contractors, Inc., completed all work items)

Recommended Action: approval

2. Miscellaneous

- a) Certified Payroll Reporting Software Contract

Recommended Action: award a two (2) year contract to LCP Tracker, in an amount of \$17,687.50

- b) Housing Quality Standards (HQS) Section 8 Unit Inspection Services

Recommended Action: award a two (2) year contract to PHI Inspections, in an amount of \$197,900.00

- c) Family Self-Sufficiency (FSS) Program Grant Award (\$165,000)

Recommended Action: for information

3. Personnel

- a) Director of Facilities Management

Recommended Action: approve appointment of Edward Majewski (from Interim to Permanent)

- b) Director of Maintenance

Recommended Action: approve appointment of Joseph Pimentel (from Interim to Permanent)

- c) Resignation of Employee

Recommended Action: accept resignation of Melanie Boucher, effective on March 25, 2022

- d) Retirement of Employee

Recommended Action: approve retirement of Paula Eaton, effective on May 1, 2022

- e) Coordinator of Modernization/Development Position

Recommended Action: ratify in-house posting

- f) Coordinator of Modernization/Development Position

Recommended Action: approve appointment of Scott Alves

- g) Rental Integrity Program Specialist Position

Recommended Action: ratify appointment of Joyce Schirling

6.

h) Clerk Interviewer Position (Public Housing Department)

Recommended Action: ratify outside advertising (on website)

i) "Temporary" Director of Maintenance Position (part-time)

Recommended Action: ratify appointment of Jason Forcier

j) Leader Positions (2)

Recommended Action: approve appointments of Patrick Aubin and Joseph Shulenburg

k) Vaccination Policy for New Employees

Recommended Action: discussion

Executive Session

a) Executive Director Contract Update

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

Recommended Action: discussion

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

Sincerely,



Kevin Sbardella, Deputy Executive Director

KS:mjg