

MINUTES OF THE POSTPONED ANNUAL MEETING
OF THE FALL RIVER HOUSING AUTHORITY
HELD ON MONDAY, JANUARY 24, 2022

The members of the Fall River Housing Authority met in Postponed Annual Session on Monday, January 24, 2022 at 4:30 o'clock p.m., at 85 Morgan Street, in the City of Fall River, Massachusetts.

The meeting was called to order by the Chairwoman, and upon roll call, those present and absent were as follows:

PRESENT

Mary L. Sahady
David Underhill
Jason Burns
Jo Ann Bentley
John Medeiros

ABSENT

There being a quorum present, business was transacted as follows:

NOTICE OF MEETING

Notice is hereby given in accordance with Section 20 (b) and Section 20 (c) of the Massachusetts General Laws (M.G.L.) Chapter 30A that the Postponed Annual Meeting of the members of the Fall River Housing Authority will be held at 4:30 p.m., on Monday, January 24, 2022, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY


Secretary

Dated: January 19, 2022

CERTIFICATE AS TO SERVICE OF
NOTICE OF MEETING

I, Timothy S. Barrow, the duly appointed, qualified and acting Secretary of the Fall River Housing Authority, do hereby certify that on January 19, 2022, I filed, in the manner provided by Section 20(b) and Section 20(c) of the M.G.L. Chapter 30A, with the Clerk of the City of Fall River, Massachusetts, a NOTICE OF MEETING, of which the foregoing is a true and correct copy.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said Authority on this 24th day of January, 2022.


Secretary

Postponed Annual Meeting of 1/24/22

Following the roll call, it was recommended that the following agenda items be taken out of order (due to one of the Commissioners having to leave the meeting early)--Election of Officers and Executive Session items—Union Negotiations discussion, COLA Increase for Executive Director (effective December, 2020) and COLA Increase for Executive Director (effective December, 2021). A motion was made by Commissioner Burns, seconded by Commissioner Underhill, and carried by unanimous vote to take the above agenda items out of order.

At 4:45 p.m. a motion was made by Commissioner Underhill, seconded by Commissioner Bentley, and carried by unanimous roll call vote to go into Executive Session. The Board resumed in Open Session to continue with the remaining agenda items.

At 5:55 p.m. a motion was made by Commissioner Bentley, seconded by Commissioner Medeiros, and carried by unanimous roll call vote to go back into Open Session.

ELECTION OF OFFICERS

It was announced that it was in order to proceed to the matter of the election of the Chairman, Vice-Chairman and the Treasurer for the calendar year 2022.

Commissioner Underhill made a motion that **Mary L. Sahady** be nominated to the office of Chairwoman.

Commissioner Bentley seconded the motion.

Upon a motion duly made by Commissioner Underhill, seconded by Commissioner Bentley, and carried by unanimous roll call vote, nominations were closed.

Vote of election for **CHAIRWOMAN** was taken with the following results:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Underhill	None	
Commissioner Bentley		
Commissioner Medeiros		
Commissioner Burns		
Chairwoman Sahady		

Mary L. Sahady was declared elected to the office of the **Chairwoman**.

Commissioner Burns made a motion that **David Underhill** be nominated to the office of Vice-Chairman.

Commissioner Bentley seconded the motion.

Upon a motion duly made by Commissioner Burns, seconded by Commissioner Bentley, and carried by unanimous roll call vote, nominations were closed.

Vote of election for **VICE-CHAIRMAN** was taken with the following results:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns Commissioner Bentley Commissioner Medeiros Commissioner Underhill Chairwoman Sahady	None	

David Underhill was declared elected to the office of the **Vice-Chairman**.

Commissioner Underhill made a motion that **Jason Burns** be nominated to the office of Treasurer.

Commissioner Medeiros seconded the motion.

Upon a motion duly made by Commissioner Underhill, seconded by Commissioner Medeiros and carried by unanimous vote, nominations were closed.

Vote of election for **TREASURER** was taken with the following results:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Underhill Commissioner Medeiros Commissioner Bentley Commissioner Burns Chairwoman Sahady	None	

Jason Burns was declared elected to the office of the **Treasurer**.

CITIZEN INPUT

Chairwoman Sahady asked if anyone in the listening audience wished to speak during the Citizen Input time. Hearing none, Chairwoman Sahady moved onto Resident Input.

RESIDENT INPUT

Chairwoman Sahady asked if anyone in the listening audience wished to speak during the Resident Input time. Hearing none, Chairwoman Sahady moved onto the remaining agenda items.

MINUTES OF PREVIOUS MEETING

As copies of the minutes of the Regular Meeting held on December 13, 2021 were mailed to the Commissioners, it was in order to act upon same.

Commissioner Underhill made a motion to accept the minutes as presented and Commissioner Burns seconded the motion. It being brought to a vote, the minutes were unanimously accepted.

BILLS AND COMMUNICATIONS

Vouchers: The Secretary presented the December, 2021 vouchers as follows:

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	124188-125360	\$1,622,602.30
	206159-206234	\$24,937.62
	102507-102541	\$28,088.00
FEDERAL FUND	115010-115078	\$888,187.92
REVOLVING FUND	72535-72778	\$857,262.91
STATE FUND	8590-8600	\$30,787.57
200-C MOD	1806-1810	\$309,883.16
	TOTAL	\$3,761,749.48

Invoices to be paid: The Secretary presented the invoices to be paid as follows:

FEDERAL FUND	\$124,073.20
REVOLVING FUND	\$372,163.49
STATE FUND	\$8,288.41
200-C MOD	\$60.90
ENERGY TRUST FUND	-----
TOTAL	\$504,586.00

A motion was made by Commissioner Bentley, seconded by Commissioner Burns, and carried by unanimous vote to pay the vouchers for the month of December, 2021.

Communications: None

REPORT OF THE SECRETARY

As part of the Management Reports, the federal application information, as of December 31, 2021, is as follows:

Family.....	2247
Elderly.....	629
Mixed Population.....	969

After a brief discussion, a motion was made by Commissioner Underhill, seconded by Commissioner Bentley, and carried by unanimous vote to accept the Management Reports as submitted.

The next item on the agenda was the Monthly Financial Statements for October, 2021 (Federal Programs), which were deferred from the December 13, 2021 Board meeting. A motion was made by Commissioner Bentley, seconded by Commissioner Medeiros, and carried by unanimous vote to approve the Federal Programs portion of the October, 2021 financial statements, as presented.

The next item on the agenda was the Monthly Financial Statements for November, 2021. Amber Burns, Director of Finance, advised the Board that the income figures are up, and expenses are up as well, but will be offset with COVID monies. Ms. Burns also advised that she is working on next year’s budget as well.

A motion was made by Commissioner Burns, seconded by Commissioner Underhill, and carried by unanimous vote to approve the financial statements, as presented.

Postponed Annual Meeting of 1/24/22

UPDATE FROM EXECUTIVE DIRECTOR

Mr. Barrow advised the Board that Capital Improvement Plan (CIP) for the State Annual Plan and the 2022 Agency Plan have been completed and will be submitted to DHCD and HUD respectively. Mr. Barrow thanked all of the staff who participated in preparation, meetings, etc. in order to complete these important Plans.

Regarding the contract awards for A/E services for a number of modernization projects, Mr. Barrow included the Fee Proposal results on the agenda

Mr. Barrow advised that the Union has requested a special meeting to discuss the unfilled Painter's position, which has been vacant since Vincent Raposa retired. They would like this position filled as soon as possible.

Mr. Barrow advised that the Auditors have been working on gathering information from various departments and this should be complete by March 31st.

Four (4) participants recently graduated from the Family Self-Sufficiency (FSS) Program and the Authority disbursed \$44,000 to them. Mr. Barrow congratulated them on their hard work and dedication.

Although the Authority has done well keeping up with COVID-19 issues, the new strain of Omicron has set us back a little bit, with about ten (10) employees out due to illness or quarantine.

Commissioner Burns asked if the extermination issues discussed at last month's Board meeting had improved, and he was advised that an addendum was added to the current contract, beginning on January 10, 2022—allowing for additional technicians to be brought on, as well as increased hours to treat the units. Inspections of all units have taken place, and units will be treated beginning next week. Units will be re-inspected to make sure the treatments are working. Commissioner Underhill stated that his development (Cardinal Medeiros Towers) has seen an improvement in the last couple of weeks, and felt that the increased number of technicians and the added hours has made a difference.

Kevin Sbardella, Deputy Executive Director, gave Timothy McCoy, Procurement Officer, a heartfelt "thank you" for all of the work that went into preparing for the CARES Act items that needed to be processed by the December 31, 2021 deadline date, including working evenings and weekends. Mr. McCoy's continued dedication is much appreciated.

NEW BUSINESS

Commissioner Medeiros left the meeting at 5:55 p.m.

MODERNIZATION

The Board was briefed on the following Modernization items.

The first item was the state Capital Improvement Plan (CIP) for fiscal years 2022-2026, which will be submitted to DHCD with the Annual Plan. Approval was recommended.

The following resolution was introduced by Commissioner Underhill, read in full and considered:

RESOLUTION NO. 1

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That the state Capital Improvement Plan (CIP) for fiscal years
2022-2026, which will be submitted to DHCD with the Annual Plan,
is approved.

Commissioner Underhill moved that the foregoing resolution be adopted as introduced
and read, which motion was seconded by Commissioner Bentley, and the “Ayes” and “Nays”
were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Underhill Commissioner Bentley Commissioner Burns Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

The next item was Change Order No. 4 for Elevator Improvements at Cardinal Medeiros
Towers, Mass. 6-8, under the CFP Year 2020 Activities.

Change Order No. 4 was an INCREASE of \$4,854.00 to the contract amount for repairs
to the Fire Service for Code Compliance. There is no increase in contract time. Approval was
recommended.

The following resolution was introduced by Commissioner Bentley, read in full and
considered:

RESOLUTION NO. 2

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That Change Order No. 4 for Elevator Improvements at
Cardinal Medeiros Towers, Mass. 6-8, under the CFP Year 2020
Activities, increasing the contract amount by \$4,854.00 for repairs
to the Fire Service for Code Compliance, is approved.

Commissioner Bentley moved that the foregoing resolution be adopted as introduced and
read, which motion was seconded by Commissioner Burns, and the “Ayes” and “Nays” were as
follows:

<u>AYES</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Commissioner Bentley Commissioner Burns Chairwoman Sahady	Commissioner Underhill	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

The next item was Change Order No. 2 for Exterior Building Envelope/Balcony Repairs and Roof Replacement at James A. O’Brien, Sr. Apartments, Mass. 6-5, under the CFP Year 2020 Activities.

Change Order No. 2 was an INCREASE of \$22,544.88 to the contract amount for repairs to the cracked exterior concrete walkways and exterior stairway/retaining wall located at the parking lot at the east side of the building and upgrade lightening protection system. Approval was recommended.

The following resolution was introduced by Commissioner Burns, read in full and considered:

RESOLUTION NO. 3

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That Change Order No. 2 for Exterior Building Envelope/Balcony Repairs and Roof Replacement at James A. O’Brien, Sr. Apartments, Mass. 6-5, under the CFP Year 2020 Activities, increasing the contract amount by \$22,544.88 for repairs to the cracked exterior concrete walkways and exterior stairway/retaining wall located at the parking lot at the east side of the building and upgrade lightening protection system, is approved.

Commissioner Burns moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Bentley, and the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns Commissioner Bentley Commissioner Underhill Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

The next items were the Certificate of Substantial Completion and Certificate of Final Completion for Emergency Replacement of Underground Gas Lines and Service Meters at Maple Gardens, Fall River 200-2 (DHCD #095183).

The General Contractor, Glionna Plumbing & Heating Services, Inc., substantially completed work on December 9, 2021, and the final contract amount was \$21,000.00. Approval was recommended.

The following resolution was introduced by Commissioner Underhill, read in full and considered:

RESOLUTION NO. 4

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That the Certificate of Substantial Completion for Emergency Replacement of Underground Gas Lines and Service Meters at Maple Gardens, Fall River 200-2 (DHCD #095183), be approved and designating and authorizing the Chairwoman to execute said Certificate of Substantial Completion; and that the Certificate of Final Completion for Emergency Replacement of Underground Gas Lines and Service Meters at Maple Gardens, Fall River 200-2 (DHCD #095183), is approved

Commissioner Underhill moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Burns, and the “Ayes” and “Nays” were as follows:

AYES

NAYS

ABSENT

Commissioner Underhill
Commissioner Burns
Commissioner Bentley
Chairwoman Sahady

None

Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

The next item was Permission to Advertise for Bids for Building Envelope Improvements at Heritage Heights, Mass. 6-2, under the CFP Year 2021 Activities.

The estimated contract value is \$190,000.00, with a construction start date of June, 2022. Roofing will be planned for summer of 2023. Approval was recommended.

The following resolution was introduced by Commissioner Bentley, read in full and considered:

RESOLUTION NO. 5

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That Permission to Advertise for Bids for Building Envelope Improvements at Heritage Heights, Mass. 6-2, under the CFP Year 2021 Activities, is approved.

Commissioner Bentley moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Burns, and the “Ayes” and “Nays” were as follows:

AYES

NAYS

ABSENT

Commissioner Bentley
Commissioner Burns
Commissioner Underhill
Chairwoman Sahady

None

Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.
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The next item was the Contract Award for Fire Alarm Panel Replacement at Raymond D. Holmes Apartments, Mass. 6-6.

Two (2) bids were received and opened on January 6, 2022, as follows:

COMPANY NAME	CONTRACT PRICE
Sparks Company, Inc. 15 Simmons Road Little Compton, RI	\$30,482.00
M-V Electrical Contractors, Inc. 10 Conduit Street Acushnet, MA	\$48,080.00

Following a review of the bids, it was recommended that the contract be awarded to the low bidder, Sparks Company, Inc., in the amount of \$30,482.00.

The project scope of work includes replacing existing fire alarm control equipment with new equipment.

The following resolution was introduced by Commissioner Burns, read in full and considered:

RESOLUTION NO. 6

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That permission to award a contract for Fire Alarm Panel Replacement at Raymond D. Holmes Apartments, Mass. 6-6, to the low bidder, Sparks Company, Inc., in the amount of \$30,482.00, is approved.

Commissioner Burns moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Bentley, and the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns Commissioner Bentley Commissioner Underhill Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

The last item was a Contract Award for Architectural Services, as part of our House Doctors, as follows:

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

*Contract to William Starck Architects, in the amount of \$33,300.00 for Exterior Building work at Raymond D. Holmes Apartments; and

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

Although this item was listed for “approval”, it was determined that since the contracts for A/E Services were previously approved by the Board, there was no need to take a formal vote. For information only.

MISCELLANEOUS

The Board was presented with a brief outline regarding the submission of our 2022 Agency Plan to the Department of Housing & Urban Development (HUD) and DHCD Annual Plan. As required by HUD, the Authority has developed its Agency Plan, in compliance with the Quality and Work Responsibility Act of 1998.

The Authority requested the Board’s approval of both Plans and permission to submit same to HUD and DHCD. As part of the Agency Plan, the Fall River Housing Authority is required to submit certifications that we are accurately following the regulations set forth, including the Five Year Plan and Annual Plan and Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan.

The following resolution were introduced by Commissioner Bentley, read in full and considered:

RESOLUTION NO. 7

BE IT RESOLVED BY THE MEMBERS OF THE FALL RIVER HOUSING AUTHORITY:

That the Five Year Plan and Annual Plan for the Fall River Housing Authority for fiscal year beginning April 1, 2022, (hereinafter referred to as the Plan), as outlined in the HUD form, entitled “PHA Certifications of Compliance with the PHA Plan and Related Regulations” signed by the Chairwoman, and submitted to the Department of Housing & Urban Development (HUD) be approved.

That the Fall River Housing Authority certifies the information contained in HUD Form No. 50075, entitled “Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan”, signed by the Mayor Coogan, City of Fall River; and submitted to the Department of Housing & Urban Development (HUD), is true and accurate.

Commissioner Bentley moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Underhill, and the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Bentley Commissioner Underhill Commissioner Burns Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.
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The next item was permission to procure a consultant to develop a Request for Proposals (RFP) to provide Fiber Optic Internet capabilities for the Housing Choice Voucher Program (HCVP)/Section 8 Department. This was discussed at the PHA-web meetings as something that may be necessary in the future, but until the PHA-web system is operational, it was recommended that this item be tabled.

The following resolution was introduced by Commissioner Burns, read in full and considered:

RESOLUTION NO. 8

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That permission to procure a consultant to develop a Request for Proposals (RFP) to provide Fiber Optic Internet capabilities for the Housing Choice Voucher Program (HCVP)/Section 8 Department was tabled.

Commissioner Burns moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Underhill, and the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns Commissioner Underhill Commissioner Bentley Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

PERSONNEL

Mr. Barrow advised the Board that there is a need for an additional “Temporary” Truck Driver and it was requested that the Board approve the in-house posting for this position.

The following resolution was introduced by Commissioner Underhill, read in full and considered:

RESOLUTION NO. 9

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That permission to post in-house for a “Temporary” Truck Driver position is approved.

Commissioner Underhill moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Burns, and the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Underhill Commissioner Burns Commissioner Bentley Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

Mr. Barrow advised that some time ago that Board requested that a job description be created for a Computer & Security Systems Administrator position. Mr. Barrow stated that if the job description is approved, permission to post the position in-house and advertise externally would also be requested. Mr. Sbardella felt that this position should be divided into two separate positions since the Authority will be implementing a new software program and it will be important to have someone who can dedicate the necessary time to our computer system and a another person to be in charge of our security cameras and equipment.

Mr. Barrow stated that the Board requested a job description and recommended that the Board approve it as presented.

Mr. Sbardella added that the contract for our current computer technician expired and has already been extended once. The Procurement Department had already gone through the process of putting out an RFP, a Selection Committee reviewed the proposals, a recommendation was made and the item was placed on the agenda. Mr. Barrow decided against it and the item was removed.

Following a brief discussion, it was recommended that this item be tabled.

The following resolution was introduced by Commissioner Burns, read in full and considered:

RESOLUTION NO. 10

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That the Computer & Security Systems Administrator position
was tabled.

Commissioner Burns moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Bentley, and the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns Commissioner Bentley Commissioner Underhill Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

Mr. Barrow advised that he submitted his letter of retirement to the Board on December 21, 2021, effective on March 31, 2022.

It was requested that the Board approve Mr. Barrow’s retirement.

The following resolution was introduced by Commissioner Underhill, read in full and considered:

RESOLUTION NO. 11

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That the retirement of Timothy S. Barrow, Executive Director,
effective on March 31, 2022, is approved.

Commissioner Underhill moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Burns, and upon roll call, the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Underhill Commissioner Burns Commissioner Bentley Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

In view of Mr. Barrow’s impending retirement, an Executive Director search will be required, following DHCD’s guidelines. Permission to begin the advertising process will be taken up at the February, 2022 Board meeting.

Mr. Barrow advised that the Authority recently posted in-house and on our website for three (3) vacant Clerk Interviewer positions for our Tenant Selection Department. It was requested that the Board ratify the approval of the in-house posting and external advertising.

The following resolution was introduced by Commissioner Burns, read in full and considered:

RESOLUTION NO. 12

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That the in-house posting and external advertising on our
website for three (3) Clerk Interviewer positions for the
Tenant Selection Department, is approved.

Commissioner Burns moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Bentley, and the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns Commissioner Bentley Commissioner Underhill Chairwoman Sahady	None	Commissioner Medeiros

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The Chairwoman thereupon declared said motion carried and said resolution adopted.

Timothy Burke, Director of Human Resources, advised that interviews were recently conducted for three (3) vacant Clerk Interviewer positions for the Tenant Selection Department, in response to an in-house posting dated December 15, 2021, and external advertising on our website. The Screening Committee, comprised of Marie Souza, Coordinator of Tenant Selection; Amy Morin, Assistant Coordinator of Tenant Selection and Mr. Burke interviewed four (4) outside applicants (no employees responded to the in-house posting). Following the interviews and a lengthy discussion, it was unanimously agreed that Susan Costa and John Goldrick would be recommended to the Board for appointment. A third recommendation will be made following another round of interviews. It was recommended that the Board ratify these appointments.

The following resolution was introduced by Commissioner Burns, read in full and considered:

RESOLUTION NO. 13

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That the appointments of Susan Costa and John Goldrick
to the positions of Clerk Interviewer for the Tenant Selection
Department, start dates to be determined, are approved.

Commissioner Burns moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Underhill, and upon roll call, the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns Commissioner Underhill Commissioner Bentley Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

Mr. Barrow advised that the Authority recently posted in-house and on our website for three (3) vacant Maintenance Custodian/Floater positions. It was requested that the Board ratify the approval of the in-house posting and external advertising.

The following resolution was introduced by Commissioner Bentley, read in full and considered:

RESOLUTION NO. 14

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That the in-house posting and external advertising on our
website for three (3) Maintenance Custodian/Floater positions,
is approved.

Commissioner Bentley moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Underhill, and the “Ayes” and “Nays” were as follows:

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<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Bentley Commissioner Underhill Commissioner Burns Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

Timothy Burke, Director of Human Resources, advised that interviews were recently conducted for three (3) vacant Maintenance Custodian/Floater, in response to an in-house posting dated December 15, 2021, and external advertising on our website. After discussion and a historical lookback, the Authority re-posted for three (3) positions to backfill the retirements of Vincent Raposa, David Machado and the resignation of Keith Bettencourt. The Screening Committee, comprised of Mr. Barrow, Kevin Sbardella, Deputy Executive Director; Edward Majewski, Director of Facilities Management and Mr. Burke conducted the interviews.

Following the interviews and a lengthy discussion, it was unanimously agreed that Mark Amarantes, Lawrence Fonseca and Cody Medeiros would be recommended to the Board for appointment. It was recommended that the Board ratify these appointments.

The following resolution was introduced by Commissioner Burns, read in full and considered:

RESOLUTION NO. 15

BE IT RESOLVED BY THE MEMBERS OF THE
FALL RIVER HOUSING AUTHORITY:

That the appointments of Mark Amarantes, Lawrence Fonseca
and Cody Medeiros to the positions of Maintenance Custodian/
Floater, start dates to be determined, are approved.

Commissioner Burns moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Underhill, and upon roll call, the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns Commissioner Underhill Commissioner Bentley Chairwoman Sahady	None	Commissioner Medeiros

The Chairwoman thereupon declared said motion carried and said resolution adopted.

Upon a motion duly made and seconded, it was VOTED: to adjourn. The meeting adjourned at 6:12 p.m.



Timothy S. Barrow, Secretary