

**MINUTES OF THE REGULAR MEETING**  
**OF THE FALL RIVER HOUSING AUTHORITY**  
**HELD ON MONDAY, MAY 10, 2021**

The members of the Fall River Housing Authority met in Regular Session on Monday, May 10, 2021 at 5:00 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  
Roger P. Tache  
Jo Ann Bentley


**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 Regular Meeting of the members of the Fall River Housing Authority will be held at 5:00 p.m., on Monday, May 10, 2021, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY

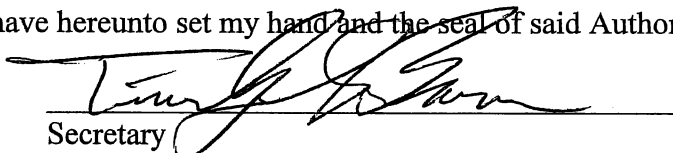
  
Secretary

Dated: May 7, 2021

**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 May 7, 2021, 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 10th day of May, 2021.

  
Secretary

Regular Meeting of 5/10/21

**CITIZEN INPUT**

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

**RESIDENT CONCERNS**

Edward Gagnon, Executive Director of the Fall River Joint Tenants Council, Inc. was not available to attend the Board meeting and asked Commissioner Underhill to announce the Fall River Joint Tenants Council news.

Commissioner Underhill advised that during April, 2021 soup and chowder was provided to select developments as part of the Brown Bag program; non-perishable items were provided to select developments from MEMA; and perishables were provided to select developments from the Food Bank.

In addition, the first housing authority-wide Tenants Association meeting was held on May 5<sup>th</sup> at Cardinal Medeiros Towers, hosted by the Fall River Joint Tenants Council, Inc., and was very well attended.

Regarding COVID 19 vaccine efforts by the Fall River Housing Authority, Mr. Gagnon wanted to formally thank the Authority, and especially Joey DaSilva, for the great job done by all in getting so many FRHA residents vaccinated.

**MINUTES OF PREVIOUS MEETING**

As copies of the minutes of the Regular Meeting held on April 12, 2021 were mailed to the Commissioners, it was in order to act upon same.

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

**BILLS AND COMMUNICATIONS**

**Vouchers:** The Secretary presented the April, 2021 vouchers as follows:

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	115082-116192	\$1,381,271.59
	205547-205626	\$29,104.12
	102225-102261	\$27,822.00
FEDERAL FUND	114449-114511	\$318,225.17
REVOLVING FUND	71222-71361	\$1,517,149.57
STATE FUND	8485-8496	\$44,449.53
200-C MOD	1770-1772	\$1,718.12
	<b>TOTAL</b>	<b>\$3,319,740.10</b>

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

FEDERAL FUND	\$235,414.20
REVOLVING FUND	\$113,386.22
STATE FUND	\$766.20
<b>TOTAL</b>	<b>\$349,566.62</b>

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

**Communications:** None

**REPORT OF THE SECRETARY**

As part of the Management Reports, the federal application information, as of April 30, 2021, is as follows:

Family.....	1856
Elderly.....	548
Mixed Population.....	973

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

The next item on the agenda was the State Quarterly Modernization Report for the Quarter Ending March 31, 2021.

A motion was made by Commissioner Burns, seconded by Commissioner Underhill, and carried by unanimous vote to accept the State Quarterly Modernization Report for said period.

The next item was the State Budget for the 400-1 Program. Following approval by the Board, it will be forwarded to DHCD for review and approval.

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

**RESOLUTION NO. 47**

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

That the State Budget for the 400-1 Program, for FYE 3/31/22,  
for submission to DHCD, 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 Commissioner Tache Chairwoman Sahady	None	

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

The next item was the State Budget for the 689-C Program. Following approval by the Board, it will be forwarded to DHCD for review and approval.

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

**RESOLUTION NO. 48**

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

That the State Budget for the 689-C Program, for FYE 3/31/22,  
for submission to DHCD, 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 Commissioner Tache Chairwoman Sahady	None	

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

The next item was the State Budget for the Mass. Rental Voucher Program (MRVP). Following approval by the Board, it will be forwarded to DHCD for review and approval.

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

**RESOLUTION NO. 49**

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

That the State Budget for the MRVP for FYE 3/31/22,  
for submission to DHCD, 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 Commissioner Tache Chairwoman Sahady	None	

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

The next item was the Operating Budget Books for FYE 3/31/22, as prepared by Nella Souza, Acting Director of Finance, for approval.

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

**RESOLUTION NO. 50**

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

That the Operating Budget Books for FYE 3/31/22 are  
approved.

Commissioner Tache 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 Tache Commissioner Burns Commissioner Underhill Commissioner Bentley Chairwoman Sahady	None	

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

**UPDATE FROM EXECUTIVE DIRECTOR**

Mr. Barrow advised that due to the decrease in the number of COVID cases, the additional security that has been provided to the elderly/disabled high rises will be ending on May 31, 2021. In addition, the weekend cleaning performed by our maintenance staff has been reduced. The outside cleaning staff contract will also end on May 31, 2021.

Mr. Barrow advised that the FRHA is in the process of applying for the Emergency Safety & Security Grant as we’ve done over the past few years. If we are selected to receive monies through this grant, we will use it to purchase cameras for Sunset Hill. Housing Authorities are selected by a lottery, and we should receive word by the end of the summer.

There will be a PHADA conference on-line, and interested employees should contact Mr. Barrow or Martha Gallagher for further information. REAC inspections will be conducted during the summer at Diaferio Village and Bates/Tower Apartments, and HUD will provide us with a 28-day notice of the dates selected for the inspections.

Lastly, interviews were conducted with a couple of applicants for the Director of Finance position, and the Board will be asked to vote on the selected candidate later in this meeting.

**NEW BUSINESS**

**MODERNIZATION**

Mr. Anderson briefed the Board on the following Modernization items.

The first item was the Contract Award for Roof Replacement at 16 Bullock/583 Oak Grove Avenue, Fall River 689-4 (DHCD Project #095172).

Four (4) bids were received and opened on April 22, 2021, with the following results:

COMPANY NAME	BASE BID
JJS Universal Construction Co., Inc. 63 Airport Road Dudley, MA 01571	\$25,175.00
K&G Remodeling 2 Marcy Lane North Grosvenordale, CT 06255	\$26,900.00
Collins Construction Co., Inc. 33 Swindells Street Fall River, MA 02723	\$33,185.00
Capeway Roofing Systems, Inc. 664 Sanford Road Westport, MA 02790	\$53,700.00

Following a review of the bids, it was determined that neither of the two (2) lowest bidders, JJS Universal and K&G Remodeling, included the required five percent (5%) bid deposit in their submission; therefore, both were considered incomplete. The next lowest responsive and responsible bidder, Collins Construction Co., Inc. submitted a complete bid packet, and it is recommended that the contract be awarded to Collins Construction, in the amount of \$33,185.00.

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

**RESOLUTION NO. 51**

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

That permission to award a contract for the Roof Replacement at 16 Bullock/583 Oak Grove Avenue, Fall River 689-4 (DHCD Project #095172) to the lowest responsive and responsible bidder, Collins Construction Co., Inc., in the amount of \$33,185.00, is approved.

Commissioner Tache 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 Tache Commissioner Underhill Commissioner Burns Commissioner Bentley Chairwoman Sahady	None	

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

The next item was Change Order No. 2 for the Elevator Improvement Project at Cardinal Medeiros Towers, Mass. 6-8, under the Capital Fund Program (CFP) Year 2020 Activities.

Change Order No. 2 is an increase of \$4,918.00 to the contract amount for Elevator Pit Foundation Waterproofing. (Note: Change Order No. 2 is for the actual time and material costs for item PCO #4 approved by the Board at the March 8, 2021 meeting, as a time and material item with \$1.00 value.) There is no time extension associated with this Change Order, and approval is recommended.

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

**RESOLUTION NO. 52**

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

That Change Order No. 2 for the Elevator Improvement Project at Cardinal Medeiros Towers, Mass. 6-8, under the Capital Fund Program (CFP) Year 2020 Activities, increasing the contract amount by \$4,918.00 for Elevator Pit Foundation Waterproofing, is approved. (Note: Change Order No. 2 is for the actual time and material costs for item PCO #4 approved by the Board at the March 8, 2021 meeting, as a time and material item with \$1.00 value.) There is no time extension associated with this Change Order.

Commissioner Tache 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>PRESENT</u>	<u>ABSENT</u>
Commissioner Tache Commissioner Burns Commissioner Bentley Chairwoman Sahady	Commissioner Underhill	

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

The next item was the Certificate of Substantial Completion for Bathroom Improvements at Sunset Hill, Mass. 6-1; Heritage Heights, Mass. 6-2; Father Vincent Diaferio Village, Mass. 6-3; North Roccliffe Apartments, Mass. 6-13; Fordney Apartments, Mass. 6-15; Bennie Costa Plaza, Mass. 6-16 and George E. Riley Plaza, Mass. 6-17, under CFP Year 2021 Activities.

The General Contractor, Zander Corporation, substantially completed work on April 27, 2021, and approval is recommended.

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

**RESOLUTION NO. 53**

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

That the Certificate of Substantial Completion for Bathroom Improvements at Sunset Hill, Mass. 6-1; Heritage Heights, Mass. 6-2; Father Vincent Diaferio Village, Mass. 6-3; North Roccliffe Apartments, Mass. 6-13; Fordney Apartments, Mass. 6-15; Bennie Costa Plaza, Mass. 6-16 and George E. Riley Plaza, Mass. 6-17 be approved and designating and authorizing the Chairwoman to execute said Certificate of Substantial Completion.

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		
Commissioner Tache		
Chairwoman Sahady		

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

The next item was Change Order No. 1 for Bathroom Improvements at Sunset Hill, Mass. 6-1; Heritage Heights, Mass. 6-2; Father Vincent Diaferio Village, Mass. 6-3; North Roccliffe Apartments, Mass. 6-13; Fordney Apartments, Mass. 6-15; Bennie Costa Plaza, Mass. 6-16 and George E. Riley Plaza, Mass. 6-17, under CFP Year 2021 Activities.

Change Order No. 1 is an increase in the contract amount of \$3,168.08 for unforeseen conditions following the removal of existing fixture and material components, and includes a 62 day extension to the contract period, as there were delays in the project scheduling resulting from COVID-19. Approval is recommended.

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



**RESOLUTION NO. 54**

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

That Change Order No. 1 for Bathroom Improvements at Sunset Hill, Mass. 6-1; Heritage Heights, Mass. 6-2; Father Vincent Diaferio Village, Mass. 6-3; North Roccliffe Apartments, Mass. 6-13; Fordney Apartments, Mass. 6-15; Bennie Costa Plaza, Mass. 6-16 and George E. Riley Plaza, Mass. 6-17, under CFP Year 2021 Activities, increasing the contract amount by \$3,168.08 for unforeseen conditions following the removal of existing fixture and material components, and including a 62 day extension to the contract period, due to delays in the project scheduling resulting from COVID-19, is approved.

Commissioner Tache 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 Tache Commissioner Burns Commissioner Bentley Commissioner Underhill Chairwoman Sahady	None	

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

The last item was the Certificate of Substantial Completion for Fire Alarm Control Panel Upgrades at Cardinal Medeiros Towers, Mass. 6-8 and Nicholas W. Mitchell Heights, Mass. 6-11.

The General Contractor, M-V Electrical Contractors, Inc., substantially completed work on March 31, 2021, and approval is recommended.

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

**RESOLUTION NO. 55**

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

That the Certificate of Substantial Completion for Fire Alarm Control Panel Upgrades at Cardinal Medeiros Towers, Mass. 6-8 and Nicholas W. Mitchell Heights, Mass. 6-11 be approved and designating and authorizing the Chairwoman to execute said Certificate of Substantial Completion.

Commissioner Tache 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>PRESENT</u>	<u>ABSENT</u>
Commissioner Tache Commissioner Bentley Commissioner Burns Chairwoman Sahady	Commissioner Underhill	

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

**MISCELLANEOUS**

The first item was the Open Meeting Law (OML) complaints filed by Patrick Higgins, a resident of Cardinal Medeiros Towers. It was recommended that the Board authorize General Counsel, Attorney Michael Sousa, to draft a response to Mr. Higgins and the Office of the Attorney General (OAG).

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

**RESOLUTION NO. 56**

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

That permission for General Counsel, Attorney Michael Sousa, to draft a response to Mr. Higgins and the Office of the Attorney General (OAG), is approved.

Commissioner Tache 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 Tache Commissioner Underhill Commissioner Burns Commissioner Bentley Chairwoman Sahady	None	

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

Timothy McCoy, Procurement Officer, advised that the painting contract for interior painting of vacant Federal and State units is set to expire soon, and it is requested that the Board give the Authority permission to advertise for up to a five (5) year contract. When questioned by Commissioner Bentley about a five (5) year contract, Mr. McCoy explained that the Authority typically asks for two (2) year contracts, but under Chapter 30-B we can request a three (3) year contract. To clarify, Mr. McCoy is actually requesting a three (3) year contract, with two (2) one (1) year options to renew, at the sole discretion of the Authority (which would end up being five (5) years).

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

**RESOLUTION NO. 57**

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

That permission to advertise for up to a five (5) year contract  
for Interior Painting of Vacant Federal and State Units is approved.

Commissioner Tache 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 Tache Commissioner Burns Commissioner Underhill Commissioner Bentley Chairwoman Sahady	None	

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

At this time Commissioner Bentley stated that she didn’t feel comfortable with the language in the previous vote and suggested that the vote be amended to clarify the language regarding the “five (5) year contract”. Chairwoman Sahady agreed, and recommended that the last vote (Resolution No. 57) be rescinded and a new vote taken with the amended language.

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

**RESOLUTION NO. 58**

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

That the previous vote (Resolution No. 57) is rescinded.

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 Commissioner Tache Chairwoman Sahady	None	

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

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

**RESOLUTION NO. 59**

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

That permission to advertise for Interior Painting of Vacant Federal and State Units, for a three (3) year contract, with two (2) one (1) year options to renew, at the sole discretion of the Authority, 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:

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

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

The next item was permission to advertise for Labor Attorney Services. Mr. McCoy stated that once again he has requested a five (5) year contract, but should have explained it in more detail on the Board agenda, that it’s actually a three (3) year contract, with two (2) one (1) year options to renew, at the sole discretion of the Authority, the same as the interior painting of vacant units.

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

**RESOLUTION NO. 60**

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

That permission to advertise for proposals for Labor Attorney Services for a three (3) year contract, with two (2) one (1) year options to renew, at the sole discretion of the Authority, is approved.

Commissioner Tache 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 Tache Commissioner Bentley Commissioner Burns Commissioner Underhill Chairwoman Sahady	None	

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

**PERSONNEL**

The first item was the Compliance Officer Position. It was requested that the Board approve the updated job description and in-house posting.

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

**RESOLUTION NO. 61**

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

That the updated Compliance Officer job description and  
in-house posting are approved.

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

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

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

Mr. Barrow advised that one person, a current Authority Clerk Interviewer, applied for the Inventory Asset Data Entry Clerk position and was interviewed. Following her interview, it was recommended that Justice Crevier be appointed to this position. It was requested that the Board ratify this appointment.

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

**RESOLUTION NO. 62**

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

That the appointment of Justice Crevier to the position of Inventory  
Asset Data Entry Clerk, effective on April 26, 2021, contingent upon  
the successful completion of a ninety (90) day probationary period, and  
favorable evaluation, is approved.

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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 Commissioner Tache Chairwoman Sahady	None	

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

Mr. Barrow advised that two of the recently appointed Clerk Interviewers decided not to accept the positions; therefore, arrangements were made to interview a few additional applicants. Following the interviews, it was recommended that Khalie Reth be appointed to one of the positions. It was recommended that the Board ratify Khalie Reth’s appointment.

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

**RESOLUTION NO. 63**

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

That the appointment of Khalie Reth to the position of Clerk Interviewer, effective on May 24, 2021, consisting of a 35 hour work week, Monday through Friday, 8:30 a.m. to 4:00 p.m., with a thirty (30) minute lunch period, contingent upon the successful completion of a 12 month probationary period and favorable evaluation, 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 Commissioner Tache Chairwoman Sahady	None	

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

The next item was the appointment of Betsy Guzman to the position of “Temporary” Property Manager. Due to the current shortage of Property Managers, it was recommended that a “Temporary” Property Manager be appointed. It was requested that the Board ratify the appointment of Betsy Guzman.

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

**RESOLUTION NO. 64**

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

That the appointment of Betsy Guzman to the position of “Temporary”  
Property Manager, effective on May 3, 2021, consisting of a 35 hour  
work week, Monday through Friday, 8:30 a.m. to 4:00 p.m., with  
a thirty (30) minute lunch period, 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	None	
Commissioner Bentley		
Commissioner Underhill		
Commissioner Tache		
Chairwoman Sahady		

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

Mr. Barrow advised that Timothy McCoy submitted a written request on May 4, 2021 to  
take a 150 day unpaid Leave of Absence to accept a “short-term professional opportunity with  
the City of Fall River”, beginning on or about May 12, 2021 and ending on or about October 8,  
2021.

Chairwoman Sahady advised that she would not be participating in the discussion or vote  
regarding Mr. McCoy’s request. She excused herself and turned the meeting over to Vice-  
Chairman Underhill.

A motion was made by Commissioner Burns, seconded by Commissioner Bentley, and  
carried by unanimous vote to discuss Mr. McCoy’s request.

Mr. Barrow stated that although he understands Mr. McCoy’s desire to accept the  
position with the City, he feels that Mr. McCoy’s position as Procurement Officer is an integral  
part of the operations of the Authority and cannot recommend approval of his request at this  
time.

Commissioner Burns asked who would take Mr. McCoy’s place during his leave of  
absence, and Mr. Barrow advised that Gina Cates, Inventory Clerk, would most probably be  
appointed as “Acting” Procurement Officer, with an increase in her pay to Step 1 of Mr.  
McCoy’s salary.

The Authority’s Personnel Policy, under Section 3.28 “Leave Without Pay” states “the  
Authority recognizes that there may occasions when an employee needs to request leave for  
reasons not provided elsewhere in this handbook. Under those circumstances, **the Authority  
will endeavor to assist that employee, if it is not inconsistent with the needs of the  
Authority**”.

Commissioner Tache agreed with Mr. Barrow that Mr. McCoy’s position is such that he  
should not be allowed to leave the FRHA to work for the City.

Commissioner Burns added that should Mr. McCoy’s request be approved by the Board, a Memorandum of Agreement (MOA) should be done with the Union and another MOA should be done with the City of Fall River, to insure that all the “i(s)” are dotted and “t(s)” are crossed.

Due to the number of questions the Commissioners had, Mr. Sbardella suggested that Mr. McCoy be allowed to speak on his own behalf to explain his request in further detail.

Mr. McCoy asked the Board to consider his request as it would be a very good experience for him. Mr. McCoy stated that the summer months are quiet in his department, and he is confident that Gina Cates can handle the few bids that are scheduled for the months he would be away. In addition, Mr. McCoy advised that he would be available to Ms. Cates by telephone/e-mail should she need his assistance. Mr. McCoy assured the Commissioners and Mr. Barrow that he would never do anything to set the FRHA up for failure, and wouldn’t even consider asking for this leave of absence if he was not sure that his staff could handle everything.

Commissioner Burns stated that although this is a non-traditional request, after listening to Mr. McCoy explain everything in such detail, he felt more comfortable that it could work out, as long as it is clear with the Union and the City through the MOA(s).

Commissioner Bentley agreed with Commissioner Burns, but added that Mr. McCoy should be required to use all of his accrued annual leave and personal leave, as stated in the Authority’s Personnel Policy, and not be allowed to accrue any annual leave or personal leave during this leave of absence.

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

**RESOLUTION NO. 65**

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

That the 150 day unpaid Leave of Absence, requested in writing by Timothy McCoy, Procurement Officer, beginning on or about May 12, 2021 and ending on or about October 8, 2021, contingent upon receipt of an executed MOA between the FRHA and AFSCME, Council 93, Local 1990 (Unit B) and an executed MOA between the FRHA and the City of Fall River, is approved.

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

<u>AYES</u>	<u>PRESENT</u>	<u>ABSTAIN</u>
Commissioner Burns Commissioner Bentley Vice-Chairman Underhill	Commissioner Tache	Chairwoman Sahady

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

Due to the recent resignation of the Director of Finance, the Authority posted the position in-house and on the website. Following the receipt of a number of resumes, interviews were conducted and the Screening Committee unanimously selected Ms. Amber Burns. It was requested that the Board approve the appointment of Ms. Burns.

Regular Meeting of 5/10/21



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

**RESOLUTION NO. 66**

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

That the appointment of Amber Burns to the position of Director of Finance, effective on June 7, 2021, consisting of a 37.5 hour work week, Monday through Friday, 8:30 a.m. to 4:30 p.m., with a thirty (30) minute lunch period, contingent upon the completion of a 12 month probationary period and favorable evaluation, is approved.

Commissioner Bentley 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 Bentley	None	
Commissioner Underhill		
Commissioner Tache		
Commissioner Burns		
Chairwoman Sahady		

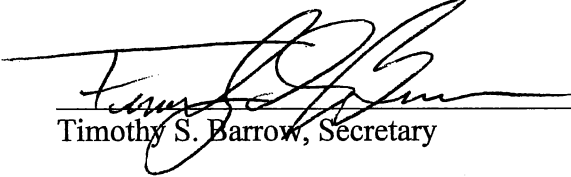
The Chairwoman thereupon declared said motion carried and said resolution adopted.

The next three items, Labor Relations Case No. 648.20; Wage Re-Opener for Year 2021 (Units A & B) and Watuppa Heights Litigation will be discussed in Executive Session, pursuant to M.G.L. Chapter 30A, Section 21(a)(3), as an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares.

At 6:07 p.m. a motion was made by Commissioner Burns, seconded by Commissioner Underhill, and carried by unanimous roll call vote to go into Executive Session to discuss the above mentioned item. The Board will resume in Open Session following the Executive Session.

At 6:40 p.m. a motion was made by Commissioner Burns, seconded by Commissioner Bentley, and carried by unanimous roll call vote to go back into Open Session.

Upon a motion duly made and seconded, it was VOTED: to adjourn. The meeting adjourned at 6:41 p.m.

  
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Timothy S. Barrow, Secretary