

**MINUTES OF THE REGULAR MEETING  
OF THE FALL RIVER HOUSING AUTHORITY  
HELD ON MONDAY, SEPTEMBER 12, 2022**

The members of the Fall River Housing Authority met in Regular Session on Monday, September 12, 2022 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  
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 Regular Meeting of the members of the Fall River Housing Authority will be held at 5:00 p.m., on Monday, September 12, 2022, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY

  
\_\_\_\_\_  
Secretary

Dated: September 7, 2022

**CERTIFICATE AS TO SERVICE OF  
NOTICE OF MEETING**

I, Kevin Sbardella, the duly appointed, qualified and acting Secretary of the Fall River Housing Authority, do hereby certify that on September 7, 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 12<sup>th</sup> day of September, 2022.

  
\_\_\_\_\_  
Secretary

Regular Meeting of 9/12/22

**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. In Edward Gagnon's absence Commissioner Underhill reminded everyone that the dedication for William H. King, Sr., will be held on Friday, September 16<sup>th</sup> at 12:00 noon at Cardinal Medeiros Towers. In addition, Commissioner Underhill advised that the Farmers Markets are still being held, and continue to be very popular and well attended every week.

**MINUTES OF PREVIOUS MEETING**

As copies of the minutes of the Postponed Regular Meeting held on August 15, 2022 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 August, 2022 vouchers as follows:

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	133074-134160	\$1,768,935.36
	134122-134155	\$17,869.00
	102782-102812	\$29,904.00
FEDERAL FUND	115576-115634	\$531,032.52
REVOLVING FUND	73910-74035	\$1,133,658.45
STATE FUND	8686-8698	\$63,550.06
200-C MOD	1833-1837	\$195,474.90
	<b>TOTAL</b>	<b>\$3,740,424.29</b>

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

FEDERAL FUND	\$155,007.34
REVOLVING FUND	\$248,319.73
STATE FUND	\$27,595.44
200-C MOD	-----
ENERGY TRUST FUND	-----
	<b>TOTAL</b>
	<b>\$430,922.51</b>

A motion was made by Commissioner Medeiros, seconded by Commissioner Underhill, and carried by unanimous vote to pay the vouchers for the month of August, 2022.

**Communications:** None

**REPORT OF THE SECRETARY**

As part of the Management Reports, the federal application information, as of August 31, 2022, is as follows:

Family.....	2433
Elderly.....	702
Mixed Population.....	1063

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

The next item was the Monthly Financial Operating Statements for May, 2022. After a brief discussion, a motion was made by Commissioner Medeiros, seconded by Commissioner Underhill, and carried by unanimous vote to approve the Monthly Financial Operating Statements, as presented.

The next item was the State Quarterly Operating Statements for the period ending June 30, 2022.

A motion was made by Commissioner Underhill, seconded by Commissioner Burns, and carried by unanimous vote to approve the State Quarterly Operating Statements, as presented.

**UPDATE FROM EXECUTIVE DIRECTOR**

Mr. Sbardella advised that the Community Development Agency (CDA) is offering NARCAN training for employees, beginning on Tuesday and Wednesday (9/13 and 9/14).

A Safety & Security Committee has been established to address concerns throughout all sites. The Committee is comprised of Kevin Sbardella, Timothy McCoy, Attorney Michael Sousa, Debra Morrissette and a member of the Fall River Police Department.

The results of the latest REAC Inspection for AMP 6 (Cottell Heights, Oliveira Apartments and Mitchell Heights) were very impressive. This year’s score was 83, up 13 points from last year, which means the next inspection will not take place for two (2) years.

Regarding Union business, Mr. Sbardella advised that Unit C (Clerical) accepted the new Contract (Option 2), but Unit A (Maintenance) voted theirs down. As such, Mr. Sbardella advised that he will speak with Attorney Zessin in the next day or so.

Mr. Sbardella distributed his list of FRHA Goals for 2022-2023 to the Commissioners as follows: Improve customer service to residents, applicants, vendors and landlords; Improve REAC scores; Maintain vacancy turnover rate of 29 days or less; Maintain occupancy rate of 97% or higher; Reduce TAR’s (Tenant Accounts Receivables) to 2.5% or lower; Maintain Section 8 Management Assessment Program (SEMAP) score of 95%; Improve upon Public Housing Assessment System (PHAS) and Improve on DHCD’s Performance Management Review (PMR).

Mr. Sbardella’s report was for information only and no vote was required.

**NEW BUSINESS**

**MODERNIZATION**

The Board was briefed on the following Modernization items.

The lone item was the Contract Award for Apartment Conversions (13<sup>th</sup>) floor (Phase 2) at Cardinal Medeiros Towers, Mass. 6-8.

Three (3) bids were received and opened on August 18, 2022, as follows:

COMPANY NAME	BASE BID
DDC Construction, Inc. 20 Query Street New Bedford, MA	\$400,750.00
Collins Construction Co., Inc. 33 Swindells Street Fall River, MA	\$463,152.00
Zander Corporation 8 Elk Run Drive Middleboro, MA	\$623,000.00

The Project Scope of Work consists of combining eight (8) efficiency apartments, creating four (4) one-bedroom apartments.

Following a review of the bids, it was recommended that the contract be awarded to the low bidder, DDC Construction, Inc., in the amount of \$400,750.00.

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

**RESOLUTION NO. 108**

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

That permission to award a contract for Apartment Conversions (13<sup>th</sup>) floor (Phase 2) at Cardinal Medeiros Towers, Mass. 6-8 to the low bidder, DDC Construction, Inc., in the amount of \$400,750.00, is approved.

Commissioner Medeiros 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:

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

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

Mr. Sbardella advised that current Supplemental Police Services Contract is set to expire on September 30, 2022, and it was requested that the Board approve the new Contract, beginning October 1, 2022 through September 30, 2023.

Initially, a motion was made by Commissioner Burns and seconded by Commissioner Underhill to approve the Contract, but following some concerns brought up by Commissioner Burns, he requested that his motion be WITHDRAWN in order to further discuss those concerns.

Commissioner Burns recommended that since Commissioners Underhill and Medeiros would like to be included in a meeting with FRHA staff and representatives from the Fall River Police Department Community Policing Unit to go over the Contract and have an opportunity to review the monthly reports that are provided to Ms. Morrissette/FRHA, it would be best to delay a vote on this item.

Mr. Sbardella advised that when he meets with Chief Gauvin this week, he will find out who will be available to meet with Commissioners Underhill and Medeiros, along with FRHA staff.

Attorney Sousa suggested that this item be TABLED for thirty (30) days to allow for the time needed to set up and attend the meeting with the FRHA/FRPD.

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

**RESOLUTION NO. 109**

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

That permission to TABLE the approval of the Supplemental Police Contract for the period October 1, 2022 through September 30, 2023 for thirty (30) days in order to allow Commissioners Underhill and Medeiros, along with selected FRHA staff, to meet with Fall River Police Department representative(s), is approved.

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

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

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

In addition, since the Contract expires on September 30<sup>th</sup> and our next Board meeting will not take place until after the new Contract start date of October 1<sup>st</sup>, it was suggested that Mr. Sbardella find out if the current Contract can be extended or if we can pay per diem until these issues are straightened out. Mr. Sbardella advised that he will discuss this with Chief Gauvin and advise the Commissioners of the outcome.

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

**RESOLUTION NO. 110**

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

That the FRHA grant up to a one (1) month per diem extension (to October 31, 2022) of the Supplemental Police Contract until the questions posed by Board members regarding Contract terms are resolved is approved.

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	None	
Commissioner Underhill		
Commissioner Bentley		
Commissioner Medeiros		
Chairwoman Sahady		

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

Mr. Sbardella advised that the Animal Control Officer Contract is set to expire on September 30, 2022 as well, and it was requested that the Board approve the continuation of this Contract, beginning on October 1, 2022 through September 30, 2023, in the amount of \$17,500.00.

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

**RESOLUTION NO. 111**

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

That the Animal Control Officer Contract, beginning on October 1, 2022 through September 30, 2023, in the amount of \$17,500.00, is approved.

Commissioner Medeiros 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 Medeiros	None	
Commissioner Burns		
Commissioner Bentley		
Commissioner Underhill		
Chairwoman Sahady		

The Chairwoman thereupon declared said motion carried and said resolution adopted.  
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The next item was the Contract Award for Security Camera Surveillance System Installation at Bennie Costa Plaza, Mass. 6-16; Fordney Apartments, Mass. 6-15; North Rocliffe Apartments, Mass. 6-13 and Riley Plaza, Mass. 6-17.

Mr. McCoy advised that five (5) bids were received and opened as follows:

COMPANY NAME	PRICE	PRICE	PRICE	PRICE
	BCP	FORDNEY	NORTH ROCLIFFE	RILEY
Systems Contracting, Inc.	\$89,000	\$69,000	\$61,000	\$44,000
KM Security Solutions	\$60,618.84	\$52,419.16	\$45,779.22	\$33,649.49
BETCO	\$74,500	\$61,000	\$54,900	\$43,152
Security 101	Non-Responsive			
SETRONICS	Non-Responsive			

Following a review of the bids, it was determined that Security 101 and SETRONICS were considered non-responsive due to issues with the required CAT 6 cabling.

A search of the Massachusetts and Federal Debarment List yielded no issues related to the lowest responsive and responsible bidder. It was recommended that a contract be awarded to KM Security Solutions, in an amount of \$60,618.84 for Bennie Costa Plaza; \$52,419.16 for Fordney Apartments; \$45,779.22 for North Rocliffe Apartments and \$33,649.49 for Riley Plaza.

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

**RESOLUTION NO. 112**

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

That permission to award a contract to KM Security Solutions for the Security Camera Surveillance System Installation at Bennie Costa Plaza, Mass. 6-16; Fordney Apartments, Mass. 6-15; North Rocliffe Apartments, Mass. 6-13 and Riley Plaza, Mass. 6-17, in the amounts listed above, is approved.

Commissioner Medeiros 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 Medeiros	None	
Commissioner Underhill		
Commissioner Burns		
Commissioner Bentley		
Chairwoman Sahady		

The Chairwoman thereupon declared said motion carried and said resolution adopted.  
Regular Meeting of 9/12/22

The next item was the new FY2023 Flat Rent and Maximum Rent Schedules for Federal Public Housing Programs, effective on or after October 1, 2022 for New Admissions and on or about January 1, 2023 for Annual Re-certifications, as follows:

NO. OF BEDROOMS	HUD FMR	FLAT RENT	MAXIMUM RENT*
0	\$1,066	\$853	\$853
1	\$1,171	\$937	\$937
2	\$1,409	\$1,127	\$1,127
3	\$1,715	\$1,372	\$1,372
4	\$2,118	\$1,694	\$1,694
5	\$2,436	\$1,949	\$1,949

\*Used for calculating Prorated Rent under the HUD Mixed Family Rule

It was requested that the Board approve the updated FY2023 Flat Rent and Maximum Rent Schedules as listed above.

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

**RESOLUTION NO. 113**

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

That the new FY2023 Flat Rent and Maximum Rent Schedules for Federal Public Housing Programs, effective on or after October 1, 2022 for New Admissions and on or about January 1, 2023 for Annual Re-certifications, as listed above, are 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>NAYS</u>	<u>ABSENT</u>
Commissioner Bentley Commissioner Burns Commissioner Underhill Commissioner Medeiros Chairwoman Sahady	None	

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

The next item was the Open Enrollment for Blue Cross/Blue Shield Dental Blue, effective on October 1, 2022.

It was requested that the Board approve same.

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



**RESOLUTION NO. 114**

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

That the Open Enrollment for Blue Cross/Blue Shield  
Dental Blue, effective on October 1, 2022, is approved.

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

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

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

**PERSONNEL**

The first item was the resignation of Jasmine Baez, Leased Housing Support Assistant, effective on August 26, 2022. It was requested that the Board accept Ms. Baez's resignation.

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

**RESOLUTION NO. 115**

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

That the resignation of Jasmine Baez, Leased Housing Support  
Assistant, effective on August 26, 2022, is accepted.

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

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

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

The next item was the proposed Agreement between the Fall River Housing Authority (FRHA) and the American Federation of State, County & Municipal Employees (AFSCME), Council 93, Local 1990 for **UNIT A (Maintenance)**--(three (3) year contract, April 1, 2022 through March 31, 2025), including a **3%** wage increase each year (Year 1—retroactive to April 1, 2022; Year 2—beginning April 1, 2023 and Year 3—beginning April 1, 2024).

Mr. Sbardella advised that the voting took place on Friday, September 9<sup>th</sup> and, unfortunately, it DID NOT pass.

**As such, this item was withdrawn, and no vote was required.**

The next item was the proposed Agreement between the Fall River Housing Authority (FRHA) and the American Federation of State, County & Municipal Employees (AFSCME), Council 93, Local 1990 for **UNIT C (Clerical)**--(three (3) year contract, April 1, 2022 through March 31, 2025), including a **2 ½%** wage increase each year (Year 1—retroactive to April 1, 2022; Year 2—beginning April 1, 2023 and Year 3—beginning April 1, 2024).

Mr. Sbardella advised that the voting took place on Friday, September 9<sup>th</sup> and Option 2 PASSED.

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

**RESOLUTION NO. 116**

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


That the Agreement between the Fall River Housing Authority (FRHA) and the American Federation of State, County & Municipal Employees (AFSCME), Council 93, Local 1990 for **UNIT C (Clerical)**--(three (3) year contract, April 1, 2022 through March 31, 2025), including a **2 ½%** wage increase each year (Year 1—retroactive to April 1, 2022; Year 2—beginning April 1, 2023 and Year 3—beginning April 1, 2024), is approved.

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

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

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

At 5:55 p.m. a motion was made by Commissioner Bentley, seconded by Commissioner Burns, and carried by unanimous roll call vote to adjourn the meeting.

  
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Kevin Sbardella, Secretary