

**FALL RIVER HOUSING AUTHORITY
85 MORGAN STREET
P.O. BOX 989
FALL RIVER, MA 02722**

**KEVIN SBARDELLA
EXECUTIVE DIRECTOR**

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**TIMOTHY MCCOY
DEPUTY EXECUTIVE DIRECTOR**

November 9, 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 **Regular Session** on **MONDAY, NOVEMBER 14, 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 Postponed Regular Meeting held on October 12, 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 Reports
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

a) Monthly Financial Statements (August)

Recommended Action: approval

b) State Quarterly Modernization Report (for period ending 9/30/22)

Recommended Action: approval

c) State Quarterly Operating Statements (for period ending 9/30/22)

Recommended Action: approval

6. Update from Executive Director

Recommended Action: for information

New Business

1. **Modernization**

- a) DHCD Capital Improvement Plan (CIP)

Recommended Action: approval

- b) DHCD Contract for Financial Assistance (CFA) 4001

(CFA for Security Cameras at Maple Gardens in the amount of \$376,643.00 (ARPA Formula Funding))

Recommended Action: approval

- c) DHCD Contract for Financial Assistance (CFA) 4050

(CFA for Electrical Panel Upgrades at Maple Gardens in the amount of \$2,897,034.00 (ARPA Targeted Award))

Recommended Action: approval

- d) Contract Award for Elevator Modernization (#'s 3 & 4) at Cardinal Medeiros Towers

(Four (4) bids were received and opened on October 27, 2022)

Recommended Action: award contract to low bidder, Coletta Contracting Co., Inc., in the amount of \$1,376,700.00

- e) Change Order No. 1 for Roof Replacement and Roof Penthouse/ Balcony Repairs at George H. Cottell Heights

(Change Order No. 1 is an INCREASE of \$47,563.34 to the Contract for repairs of the single concrete structural columns on four (4) balconies)

Recommended Action: approval

4.

- f) Change Order No. 4 for Elevator Modernization at Raymond D. Holmes Apartments

(Change Order No. 4 is an INCREASE to the Contract (for time & material) in an amount not to exceed \$1,500.00 to rewire the Fire Alarm loop in the elevator machine room)

Recommended Action: approval

2. Miscellaneous

- a) Permission to Advertise for Snow Removal/Sanding

Recommended Action: ratify approval

- b) Purchase of Natural Gas through NRG/Power Options

Recommended Action: ratify permission to enter into a 36-month contract, beginning November 1, 2022, at a rate of \$8.796/dthm (\$3.417/dthm is basis)

- c) Purchase of Electricity through Constellation Energy

Recommended Action: discussion/approval

- d) On-Call Trade Services Contracts for Painting, Carpentry, Plumbing, Electrical, Door & Glass Fabrication, HVAC/Asphalt/Concrete Services and Flooring Installation & Repair

Recommended Action: award one (1) year contracts to eleven (11) contractors, in an amount not to exceed \$50,000.00 (or \$70,000.00 for flooring contractors) as listed on contract award memo

5.

- e) 2023 Agency Plan Kick-Off Meeting on November 16, 2022

Recommended Action: information

3. **Personnel**

- a) Maintenance Custodian/Floater Positions (2)

Recommended Action: ratify appointments of Sean Lobo and Alex Volpe

- b) Resignation of Employee

Recommended Action: accept resignation of Sean Lobo, effective on November 16, 2022

- c) Resignation of Employee

Recommended Action: accept resignation of Amber Burns, effective on November 25, 2022

- d) Resignation/Retirement of Employee

Recommended Action: accept resignation of Luanne Calvo, effective on November 18, 2022 (retirement date of January 8, 2023)

- e) Maintenance Custodian/Floater Position

Recommended Action: ratify in-house posting (to backfill above resignation of Sean Lobo)

- f) "Temporary" Maintenance Custodian/Floater Positions (2)

Recommended Action: ratify posting on website

6.

g) "Temporary" Maintenance Mechanic—2nd Shift Position

Recommended Action: ratify appointment of Steven Sampson

h) Tenant Receivables Clerk

Recommended Action: ratify appointment of Donna Souza

i) Purchasing Agent Position

Recommended Action: ratify appointment of Gina Cates

j) Warehouseman

Recommended Action: ratify appointment of Brendan Dyson

k) Clerk Interviewer Positions (2) (Public Housing)

**Recommended Action: approve appointments of Carla Escalazy
and Allison Silvia**

l) Clerk Interviewer Position (1) (Leased Housing)

Recommended Action: approve appointment of Robin Desrosiers

m) Leased Housing Support Assistant Position

Recommended Action: approve appointment of Despina Dopart

n) Property Manager Positions (6)

Recommended Action: approve in-house posting

7.

o) Clerk Interviewer/HCV Tenant Selection Position

Recommended Action: approve job description and permission to post in-house and on website

EXECUTIVE SESSION

p) Union Negotiations Update (Unit A)

(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)

Recommended Action: discussion

q) Personnel Update

(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)

Recommended Action: discussion

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

Sincerely,



Kevin Sbardella, Executive Director

KS:mjg