

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

**KEVIN SBARDELLA
EXECUTIVE DIRECTOR**

**TELEPHONE 508-675-3500
FAX 508-677-1346**

**TIMOTHY MCCOY
DEPUTY EXECUTIVE DIRECTOR**

January 4, 2023

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 Annual Session on MONDAY, JANUARY 9, 2023, at 4:30 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 December 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) Financial Report (for period ending November 30, 2022)

Recommended Action: approval

6. Update from Executive Director

Recommended Action: for information

Old Business

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

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

3.

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

New Business

1. Modernization

- a) Change Order No. 1 for the Bathroom Renovations Project at Heritage Heights

(Change Order No. 1 is an INCREASE of \$49,775.02 to the Contract for unforeseen conditions and additional changes (see attached breakdown) and Contract duration increase of 255 days)

Recommended Action: approval

2. Miscellaneous

- a) Fall River Housing Authority FY2024 Agency Plan Certifications (Five-Year Annual Plan) (executed by Chairwoman & Executive Director) and Certification by State or Local Official of PHA Plan's Consistency with Consolidated Plan (executed by Mayor) and DHCD FY2024 Annual Plan

Recommended Action: information

- b) Open Meeting Law (OML) Complaint Filed by Patrick Higgins in reference to 12/12/2022 Regular Board Meeting

Recommended Action: 1) review General Counsel's initial response requesting an extension for the Board to meet beyond the statutory 14-day meeting requirement; 2) review AG's approval; 3) designate General Counsel to respond to OML complaint

4.

c) Community Preservation Commission

Recommended Action: discussion

d) Electrical Inventory Supplies

Recommended Action: award a one (1) year contract to lone bidder, Electrical Wholesalers, in an amount not to exceed \$50,000.00

e) Security Guard Services Contract (for Cardinal Medeiros Towers and Barresi Heights)

Recommended Action: extend current contract with USENTRA for one (1) month

f) Compactor Replacement at Mitchell Heights

Recommended Action: award contract to the lone bidder, Maguire Equipment, Inc., in an amount not to exceed \$24,384.00

3. Personnel

a) Resignation of Employee

Recommended Action: accept resignation of John Frank, Maintenance Custodian/Floater, effective on December 16, 2022

b) Maintenance Mechanic/Floater—3rd Shift Position

Recommended Action: approve appointment of David Souza

c) Director of Finance Position

Recommended Action: ratify in-house posting, and outside advertising (if necessary)

5.

4. Election of Officers for Calendar Year 2023

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

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Sbardella", written over a horizontal line.

Kevin Sbardella, Executive Director

KS:mjg