

**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**

February 8, 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 **Regular Session** on **MONDAY, FEBRUARY 13, 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. a) Minutes of the Annual Meeting held on January 9, 2023  
b) Executive Session Minutes from 9/13/2021 to 12/12/2022**

**Recommended Action: to accept**

**ADA Fair Housing Coordinator  
Michael Sousa, Esquire 508-675-3500**

2.

**3. Bills and Communications**

3) Vouchers

**Recommended Action: to accept**

**3. 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**

**3. Financial Reports**

- a) Financial Reports (for period ending 12/31/22)
- b) State Quarterly Modernization Report (for period ending 12/31/22)
- c) State Quarterly Operating Statements (for period ending 12/31/22)

**Recommended Action: approval**

**6. Update from Executive Director**

**Recommended Action: for information**

**New Business**

**1. Modernization**

3.

- a) Certificate of Substantial Completion for the Bathroom Renovations at Sunset Hill, Heritage Heights and Father Diaferio Village

**Recommended Action: approval**

- b) Certificate of Final Completion for the Fire Alarm Panel Replacement at Holmes Apartments

**Recommended Action: approval**

- c) Permission to Advertise for Bids for Roof Project (Buildings 24 & 25) at Sunset Hill

**Recommended Action: approval**

- d) Permission to Advertise for Bids for Basement Upgrades at Father Diaferio Village

**Recommended Action: approval**

2. Miscellaneous

- a) Lead-Based Paint Certificate of Compliance

**Recommended Action: execution of Certificate by each Commissioner and Executive Director for submission to DHCD**

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

**Recommended Action: response by General Counsel to Attorney General's office and Mr. Higgins**

4.

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

**Recommended Action: award a three (3) year contract to Jet Security, in an amount not to exceed \$648,281.40**

- d) Uniform Physical Site Inspections (REAC Inspections) Contract

**Recommended Action: ratify a ninety (90) day contract with USIG, in an amount of \$20,166.70**

- e) Fee Accountant Services Contract

**Recommended Action: ratify contract with Fenton & Ewald, P.C., in an amount not to exceed \$10,000.00**

### **3. Personnel**

- a) Resignation of Employee

**Recommended Action: accept resignation of Damar Aponte, Receptionist (HCV/Section 8), effective on January 6, 2023**

- b) "Temporary" Receptionist Position (HCV/Section 8)

**Recommended Action: ratify appointment of Brian Montalvo**

- c) Director of Finance Position

**Recommended Action: ratify appointment of Maria (Nella) Souza, effective on January 24, 2023**

5.

d) Property Manager Positions (6)

**Recommended Action: ratify appointments of:  
(separate vote for each appointment)**

- |                         |                           |
|-------------------------|---------------------------|
| <b>1. Maritza Arce</b>  | <b>4. Laurie Lapointe</b> |
| <b>2. Allyson Fagan</b> | <b>5. Katie Roberts</b>   |
| <b>3. Betsy Guzman</b>  | <b>6. Sarah Souza</b>     |

e) Clerk Interviewer HCV/Tenant Selection Position

**Recommended Action: ratify appointment of Yaziel Rivera**

f) “Temporary” Director of Maintenance Positions (2)

**Recommended Action: ratify appointments of:  
(separate vote for each appointment)**

- 1. Todd Benevides**
- 2. Jason Forcier**

g) “Temporary” Maintenance Leader Position

**Recommended Action: ratify appointment of Kevin Rodrigues**

h) Maintenance Mechanic—3<sup>rd</sup> Shift Position

**Recommended Action: ratify appointment of Duarte Sousa**

**EXECUTIVE SESSION**

a) Executive Director Evaluation

**(Anticipated Executive Session pursuant to M.G.L. c. 30A, Sec. 21 (a) (2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel)**

**Recommended Action: discussion**

b) HUD Audit Update to Maintain Compliance with HUD Action Plan

**(Anticipated Executive Session pursuant to M.G.L. c. 30A, Sec. 21 (a) (7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements)**

**Recommended Action: discussion**

c) Executive Team Restructuring

**(Anticipated Executive Session pursuant to M.G.L. c. 30A, Sec. 21 (a) (2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel)**

**Recommended Action: discussion**

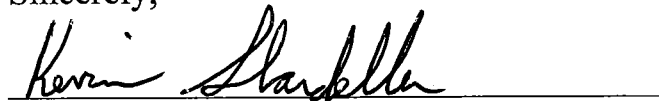
d) Union Negotiations

**(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,

A handwritten signature in cursive script, reading "Kevin Sbardella", is written over a horizontal line.

Kevin Sbardella, Executive Director

KS:mjg