

MINUTES OF THE REGULAR MEETING
OF THE FALL RIVER HOUSING AUTHORITY
HELD ON MONDAY, NOVEMBER 13, 2023

The members of the Fall River Housing Authority met in Regular Session on Monday, November 13, 2023 at 4:30 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 Postponed Regular Meeting of the members of the Fall River Housing Authority will be held at 4:30 p.m., on Monday, November 13, 2023, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY



Secretary

Dated: November 8, 2023

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 November 8, 2023, 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 13th day of November, 2023.



Secretary

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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. Edward Gagnon, Executive Director, FRJTC, advised that the Mass. Union of Public Housing Tenants (MUPHT) Conference was held recently in Marlboro, MA, and Vice-Chairman Underhill was officially appointed Chairman of the MUPHT. Mr. Gagnon also announced that elections for Tenant Association officers will be held soon at Mitchell Heights, O'Brien Apartments and Doolan Apartments; and in January elections will be held at Cottell Heights and Holmes Apartments.

MINUTES OF PREVIOUS MEETING

As copies of the minutes of the Postponed Regular Meeting held on October 16, 2023 were mailed to the Commissioners, it was in order to act upon same.

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

BILLS AND COMMUNICATIONS

Vouchers: The Secretary presented the October, 2023 vouchers as follows:

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	147598-148669	\$1,827,306.28
	207042-207068	\$32,730.80
	103245-103253	\$41,783.00
	15021-15022	\$58.00
FEDERAL FUND	116578-116654	\$401,012.82
REVOLVING FUND	76312-76506	\$1,220,728.29
STATE FUND	8852-8866	\$55,776.02
200-C MOD	1872-1873	\$26,470.00
	TOTAL	\$3,605,865.21

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

FEDERAL FUND	\$58,820.04
REVOLVING FUND	\$138,011.19
STATE FUND	\$1,414.06
200-C MOD	----
ENERGY TRUST FUND	----
TOTAL	\$198,245.29

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A motion was made by Commissioner Medeiros, seconded by Commissioner Bentley, and carried by unanimous vote to pay the vouchers for the month of October, 2023.

Communications: None

REPORT OF THE SECRETARY

As part of the Management Reports, the federal application information, as of October 31, 2023, is as follows:

Family.....	3196
Elderly.....	864
Mixed Population.....	1400

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

The next item was the Monthly Financial Statements for the month of September, 2023, which were included with the Board packets.

Following a brief discussion, a motion was made by Commissioner Medeiros, seconded by Commissioner Burns, and carried by unanimous vote to approve the Financial Statements, as presented.

The next item was the State Quarterly Modernization Report for the period ending September 30, 2023, which was included with the Board packets.

Following a brief discussion, a motion was made by Commissioner Burns, seconded by Commissioner Bentley, and carried by unanimous vote to approve the State Quarterly Modernization Report, as presented.

The next item was the State Quarterly Operating Statements for the period ending September 30, 2023, which were included with the Board packets.

Following a brief discussion, a motion was made by Commissioner Bentley, seconded by Commissioner Medeiros, and carried by unanimous vote to approve the State Quarterly Operating Statements, as presented.

The next item was permission to allow BayCoast Bank to insure all FRHA funds with FDIC Insured Accounts (vs. Collateralized Accounts) through their IntraFi Cash Services (ICS) Network. Ryan Matteson, a representative from BayCoast Bank, explained that accounts in excess of \$240,000 would be spread out amongst their Intrafi Cash Service (ICS) Network, thereby allowing each FRHA account to be insured at the maximum FDIC amount available.

Mr. Matteson added that there is no fee to the customer and it is a safer way to keep the Authority's funds.

Mr. Sbardella stated that it will be beneficial to the Authority to utilize the ICS Network, and approval was recommended.

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

RESOLUTION NO. 150

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

That permission to allow BayCoast Bank to insure FRHA accounts over \$240,000 with FDIC Insured Accounts through their IntraFi Cash Services (ICS) Network, 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.

UPDATE FROM EXECUTIVE DIRECTOR

Mr. Sbardella advised the Board that he has been communicating with Jim Pimental from the Bricklayers & Allied Craftsmen’s Union regarding a Direct Hire Agreement for masonry services. They have had a couple of agreements in place with the City of Quincy and the Lynn Housing Authority.

Mr. Sbardella advised that he may also explore this with the local Plumbers Union, as both of these trades can be challenging to retain. At this time, we do have both of these trades on call, but sometimes they get busy with other jobs and are unable to assist us. The goal would be to support the local unions and hire people from the local area as needed.

Mr. Sbardella advised that the FRHA is collaborating once again with the Boys & Girls Club offering discounted memberships to over ten youngsters, including transportation, to attend the Club on Wednesday and Thursday evenings. The Authority will pay for the transportation (and may be eligible for reimbursement). Joey DaSilva is coordinating this effort.

Lastly, Mr. Sbardella advised that a new Farmer’s Market will begin at Father Diaferio Village (in the Community Hall) on Wednesday afternoons, along with the one that is at Cardinal Medeiros Towers on Fridays.

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 first item was the Certificate of Substantial Completion for the Roof Replacement (Phase 5) at Sunset Hill, Mass. 6-1.

The General Contractor, Capeway Roofing Systems, Inc. substantially completed work on November 7, 2023, and approval was recommended.

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

RESOLUTION NO. 151

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

That the Certificate of Substantial Completion for the Roof Replacement (Phase 5) at Sunset Hill, Mass. 6-1, be approved and designating and authorizing the Chairwoman to execute the Certificate of Substantial Completion.

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	None	
Commissioner Burns		
Commissioner Underhill		
Commissioner Medeiros		
Chairwoman Sahady		

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

The last item was the EOHLC (formerly DHCD) Capital Improvement Plan (CIP) for 2024. Approval was recommended, pending final approval by EOHLC.

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

RESOLUTION NO. 152

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

That the Executive Office of Housing & Livable Communities (EOHLC) Capital Improvement Plan (CIP) for 2024 is approved, pending final approval by EOHLC.

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 Commissioner Underhill Commissioner Bentley Commissioner Underhill Chairwoman Sahady	None	

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

MISCELLANEOUS

The first item was the Residential Moving & Storage Services Contract.

One vendor responded to our recent solicitation for moving and storage services, as follows:

COMPANY NAME	RANKING
W&W Moving & Storage (Walter Moniz Moving & Storage Company)	Advantageous

The Procurement Officer accepted the price proposal with the following offered price:

PRICE PROPOSAL

\$467,650.00

W&W Moving & Storage is currently the contracted vendor providing the requested services within the RFP, and they are not identified on any debarment list.

It was recommended that a three (3) year contract, with two (2) separate and distinct one year renewal options (at the sole discretion of the FRHA), be awarded to W&W Moving & Storage (Walter Moniz Moving & Storage Company).

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

RESOLUTION NO. 153

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

That permission to award a three (3) year contract, with two (2) separate and distinct one year renewal options (at the sole discretion of the FRHA), for Residential Moving & Storage Services, be awarded to W&W Moving & Storage (Walter Moniz Moving & Storage Company), 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:

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

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

The next item was Emergency Snow & Ice Remediation and Plowing Services. It was recommended that a service contract be awarded to Paul Nunes & Sons for Sunset Hill, Father Diaferio Village and Pleasant View.

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

RESOLUTION NO. 154

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

That permission to award a service contract to Paul Nunes & Sons for Emergency Snow & Ice Remediation and Plowing Services for Sunset Hill, Father Diaferio Village and Pleasant View, is 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	None	
Commissioner Burns		
Commissioner Underhill		
Commissioner Medeiros		
Chairwoman Sahady		

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

The last item was the 2024/2025 Agency Plan Kick-Off Meeting scheduled for Wednesday, November 15, 2023 at 1:00 p.m., in the James A. O’Brien, Sr. Apartments Community Hall. This was for information only.

PERSONNEL

The first item was the resignation of Craig Soares, Maintenance Mechanic, effective on October 20, 2023. It was requested that the Board accept Mr. Soares’ resignation.

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

RESOLUTION NO. 155

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

That the resignation of Craig Soares, Maintenance Mechanic,
effective on October 20, 2023, 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:

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

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

The next item was the resignation of Joshua Furtado, Plumber, effective on October 26, 2023. It was requested that the Board accept Mr. Furtado’s resignation.

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

RESOLUTION NO. 156

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

That the resignation of Joshua Furtado, Plumber,
effective on October 26, 2023, is accepted.

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	None	
Commissioner Burns		
Commissioner Medeiros		
Commissioner Underhill		
Chairwoman Sahady		

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

The next item was the termination of David Medeiros, Maintenance Mechanic, effective on October 19, 2023. It was requested that the Board ratify Mr. Medeiros’ termination.

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

RESOLUTION NO. 157

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

That the termination of David Medeiros, Maintenance Mechanic, effective on October 19, 2023, is approved.

Commissioner Medeiros moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Burns, and upon roll call, 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.

The next item was the appointment of Michelle Starrett for one of the vacant Clerk Interviewer positions (public housing), effective on October 23, 2023. It was requested that the Board ratify Ms. Starrett’s appointment.

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

RESOLUTION NO. 158

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

That the appointment of Michelle Starrett to the position of Clerk Interviewer, effective on Monday, October 23, 2023 with a work week consisting of 35 hours, Monday through Friday, core hours between 8:30 a.m. to 4:00 p.m., with a thirty (30) minute lunch period, at a weekly salary of \$669.60, including a twelve (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 Underhill, and upon roll call, 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		

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

Due to the current needs of the Authority, three (3) Trades positions--(Painter (1), Carpenter (1) and Plumber (3)) were posted in-house and on our website. As a result of the postings and interviews, Simon Sousa was selected for the Painter's position and Daniel Pereira was selected for the Carpenter's position. The Plumbers positions are still open due to non-response to the in-house posting and outside posting on our website. The Plumbers positions will remain opened until filled.

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

RESOLUTION NO. 159

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

That the appointment of Simon Sousa, to the position of Painter (Class 2), effective on a date to be determined, with a work week consisting of forty (40) hours, Monday through Friday, with the core hours between 7:30 a.m. to 4:00 p.m., with a thirty (30) minute lunch period, at an hourly rate of \$37.64 p/h (federal) and \$36.45 p/h (state), including a twelve (12) month probationary period and favorable evaluation, is approved.

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

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

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

RESOLUTION NO. 160

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

That the appointment of Daniel Pereira, to the position of Carpenter (Class 2), effective on a date to be determined, with a work week consisting of forty (40) hours, Monday through Friday, with the core hours between 7:30 a.m. to 4:00 p.m., with a thirty (30) minute lunch period, at an hourly rate of \$30.72 p/h (federal) and \$36.62 p/h (state), including a twelve (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 Underhill, and upon roll call, 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.

At 5:10 p.m. a motion was made by Commissioner Bentley, seconded by Commissioner Burns, and carried by unanimous roll call vote to adjourn the meeting.



Kevin Sbardella, Secretary