

**MINUTES OF THE REGULAR MEETING**  
**OF THE FALL RIVER HOUSING AUTHORITY**  
**HELD ON MONDAY, FEBRUARY 12, 2024**

The members of the Fall River Housing Authority met in Regular Session on Monday, February 12, 2024 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 Vice-Chairman, and upon roll call, those present and absent were as follows:

**PRESENT**

David Underhill  
 Jason Burns  
 Jo Ann Bentley  
 John Medeiros  
 Stephen Long

**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 4:30 p.m., on Monday, February 12, 2024, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY



Secretary

Dated: February 7, 2024

**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 February 7, 2024, 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 February, 2024.



Secretary

Regular Meeting of 2/12/24

Vice-Chairman Underhill requested a motion to move the election of the Chairman for 2024 to the end of the agenda. Commissioner Medeiros made a motion to move the election as requested and Commissioner Bentley seconded the motion. It being brought to a vote, the recommendation to move the election to the end of the agenda was unanimously accepted.

### CITIZEN INPUT

Vice-Chairman Underhill asked if anyone in the listening audience wished to speak during the Citizen Input time.

Edward Gagnon, of 1284 GAR Highway, Swansea, MA, Executive Director of the FRJTC, advised that elections were held at Holmes Apartments and Barresi Heights in January and at Cottell Heights and Cardinal Medeiros Towers this month. Mr. Gagnon added that there is soup and macaroni & cheese available.

### RESIDENT INPUT

Vice-Chairman Underhill asked if anyone in the listening audience wished to speak during the Resident Input time. Patrick Higgins, a resident of Cardinal Medeiros Towers at 1197 Robeson Street, Apt. #1403, Fall River, MA welcomed Commissioner Long to the FRHA Board of Commissioners. Mr. Higgins advised that he is concerned with the flagrant use of marijuana within and outside of Cardinal Medeiros Towers, which goes against HUD regulations at Federal developments, and hopes that the administration/management will check into and remedy the situation.

### MINUTES OF PREVIOUS MEETING

As copies of the minutes of the Annual Meeting held on January 8, 2024 were mailed to the Commissioners, it was in order to act upon same.

Commissioner Bentley 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.

As agreed to as part of Attorney Sousa's response to the Attorney General's office and Mr. Patrick Higgins, regarding the Open Meeting Law (OML) Complaint filed by Mr. Higgins on December 12, 2023, the FRHA agreed to amend a portion of the February 13, 2023 minutes where Chairwoman Sahady announced the Board's desire to enter into Executive Session. When the vote was taken to enter into Executive Session, Chairwoman Sahady incorrectly used an "all in favor" vote rather than the required "roll call vote".

As copies of the minutes of the Regular Meeting held on February 13, 2023, as amended above, were mailed to the Commissioners, it was ordered to act upon same.

Commissioner Bentley made a motion to accept the amended portion of the February 13, 2023 minutes as presented and Commissioner Burns seconded the motion. It being brought to a vote, the amended minutes of the Regular Meeting held on February 13, 2023 were unanimously accepted.

### BILLS AND COMMUNICATIONS

**Vouchers:** The Secretary presented the January, 2024 vouchers as follows:

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	150780-151830	\$1,977,520.99
	207118-207143	\$21,948.55
	Regular Meeting of 2/12/24	

	103350-103384	\$45,477.00
	15027-15028	\$73.00
FEDERAL FUND	116806-116877	\$386,250.09
	147	\$78,946.98
REVOLVING FUND	76861-77031	\$1,493,320.96
STATE FUND	8887-8899	\$54,689.98
200-C MOD	1879-1880	\$19,695.50
	<b>TOTAL</b>	<b>\$4,077,923.05</b>

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

FEDERAL FUND	\$78,627.16
REVOLVING FUND	\$196,906.14
STATE FUND	\$16,840.33
200-C MOD	-----
ENERGY TRUST FUND	-----
	<b>TOTAL</b>
	<b>\$292,373.63</b>

A motion was made by Commissioner Medeiros, seconded by Commissioner Bentley, and carried by unanimous vote to pay the vouchers for the month of January, 2024.

**Communications:** None

**REPORT OF THE SECRETARY**

As part of the Management Reports, the federal application information, as of January 31, 2024, is as follows:

Family.....	3450
Elderly.....	941
Mixed Population.....	1474

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

The next two (2) items were the Monthly Financial Operating Statements and the State Quarterly Modernization Report, for the period ending December 31, 2023. A motion was made by Commissioner Medeiros, seconded by Commissioner Burns, and carried by unanimous vote to approve the Monthly Financial Operating Statements and the State Quarterly Modernization Report, for the period ending December 31, 2023, as presented.

**UPDATE FROM EXECUTIVE DIRECTOR**

Mr. Sbardella welcomed our new Commissioner, Stephen Long, who was recently appointed by Mayor Coogan, and acknowledged former Chairwoman Mary Sahady, who served on the Board for 25+ years, and wished Ms. Sahady well.

Mr. Sbardella thanked State Representative Carole Fiola for the \$40,000 grant through the State for the purchase of lawn equipment, lawn furniture and televisions for community halls at Chor-Bishop Eid Apartments, Cardinal Medeiros Towers, Oak Village and Holmes Apartments

Mr. Sbardella thanked Joey DaSilva, Program & Services Coordinator, for procuring and purchasing the above-listed items.

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

**OLD BUSINESS**

The next item was the Constable Services Contract, which had been tabled at the January 8, 2024 Annual Board meeting.

Initially two (2) firms responded to the recent solicitation for bids, as follows:

<b>COMPANY NAME</b>	<b>CONTRACT AMOUNT</b>
Stephen P. Medeiros (Minuteman Process Service)	\$29,000.00
Patrick Duddy (Bristol County Civil Process, Inc.)	\$65,000.00

Mr. Medeiros withdrew his bid sometime after the January 8<sup>th</sup> Board meeting, leaving Patrick Duddy as the lone bidder.

The Board was given the option to request that the job be rebid, or award the contract to the lone bidder, Patrick Duddy, Bristol County Civil Process, Inc. After a brief discussion, the Board agreed to award the contract to Mr. Duddy.

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

**RESOLUTION NO. 6**

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

That permission to award a two (2) year contract for Constable Services to Patrick Duddy, Bristol County Civil Process, Inc., in an amount not to exceed \$65,000.00, 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:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSENT</u></b>
Commissioner Bentley	None	
Commissioner Burns		
Commissioner Medeiros		
Commissioner Long		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

**NEW BUSINESS**

**MODERNIZATION**

The Board was briefed on the following Modernization items.

The first item was Change Order No. 1 for the Interior Flooring, Trim and ADA Improvements at Elmer/Corbett Streets (Chapter 689-1) EOHLC #095179.

Change Order No. 1 is an INCREASE in the contract amount of \$14,795.12, and an increase of 90 days to the contract time, as follows: 1) +\$12,644.97 (1<sup>st</sup> floor wall framing & 2<sup>nd</sup> floor flooring); 2) +\$732.88 (electrical) and 3) +\$1,417.27 (plumbing).

Approval was recommended, upon final approval by EOHLC.

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

**RESOLUTION NO. 7**

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

That Change Order No. 1 for the Interior Flooring, Trim and ADA Improvements at Elmer/Corbett Streets (Chapter 689-1) EOHLC #095179, increasing the contract amount by \$14,795.12, and increasing the contract time by 90 days, as follows: 1) +\$12,644.97 (1<sup>st</sup> floor wall framing & 2<sup>nd</sup> floor flooring); 2) +\$732.88 (electrical) and 3) +\$1,417.27 (plumbing), is approved, contingent upon final approval by EOHLC.

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

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Medeiros	None	
Commissioner Long		
Commissioner Burns		
Commissioner Bentley		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was Permission to Advertise for the Emergency Generator Modernization Project at George H. Cottell Heights, Mass. 6-10.

Approval was recommended.

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

**RESOLUTION NO. 8**

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

That Permission to Advertise for the Emergency Generator  
Modernization Project at George H. Cottell Heights, Mass. 6-10, is  
approved.

Commissioner Long 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:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSENT</u></b>
Commissioner Long Commissioner Burns Commissioner Medeiros Commissioner Bentley Vice-Chairman Underhill	None	

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was Permission to Advertise for the Site Improvements and New  
Emergency Generator Project at Bates/Tower Apartments, FR 664.

Approval was recommended.

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

**RESOLUTION NO. 9**

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

That Permission to Advertise for the Site Improvements and  
New Emergency Generator Project at Bates/Tower Apartments,  
FR 664, is approved.

Commissioner Long 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:

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSENT</u></b>
Commissioner Long Commissioner Burns Commissioner Bentley Commissioner Medeiros Vice-Chairman Underhill	None	

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was Permission to Advertise for the Boiler & Domestic Hot Water Replacement Project at George E. Riley Plaza, Mass. 6-17.

Approval was recommended.

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

**RESOLUTION NO. 10**

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

That Permission to Advertise for the Boiler & Domestic Hot  
Water Replacement Project at George E. Riley Plaza, Mass. 6-17,  
is approved.

Commissioner Burns moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Long, 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 Long		
Commissioner Medeiros		
Commissioner Bentley		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was Permission to Advertise for the Roof Replacement Project (Phase 6) at Sunset Hill, Mass. 6-1.

Approval was recommended.

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

**RESOLUTION NO. 11**

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

That Permission to Advertise for the Roof Replacement Project  
(Phase 6) at Sunset Hill, Mass. 6-1, is approved.

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

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns	None	
Commissioner Long		
Commissioner Medeiros		
Commissioner Bentley		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was Permission to Advertise for the Roof Replacement Project at George E. Riley Plaza, Mass. 6-17.

Approval was recommended.

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

**RESOLUTION NO. 12**

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

That Permission to Advertise for the Roof Replacement Project  
at George E. Riley Plaza, Mass. 6-17, is approved.

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

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Medeiros	None	
Commissioner Long		
Commissioner Burns		
Commissioner Bentley		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was a request for the Hanwha WAVE Video Management Software (VMS) platform to be a proprietary item for the video security system project at Father Vincent Diaferio Village, Mass. 6-3. It is successfully being utilized at a minimum of four (4) separate sites.

Approval was recommended.

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



**RESOLUTION NO. 13**

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

That a request for the Hanwha WAVE Video Management Software (VMS) platform to be a proprietary item for the video security system project at Father Vincent Diaferio Village, Mass. 6-3, which is successfully being utilized at a minimum of four (4) separate developments, is approved.

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

<b><u>AYES</u></b>	<b><u>NAYS</u></b>	<b><u>ABSENT</u></b>
Commissioner Bentley	None	
Commissioner Long		
Commissioner Burns		
Commissioner Medeiros		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was Change Order No. 1 for the Crawl Space Ventilation Project at Sunset Hill, Mass. 6-1.

Change Order No. 1 is a CREDIT in the contract amount of \$2,217.62, and an increase of 116 days to the contract time due to an extensively long lead time for the delivery of the louvers and unforeseen circumstances, as follows: 1) -\$14,000.00 (elimination of louver replacement in buildings 17 & 19); and 2) +\$11,782.38 (patching/infilling of penetrations of cinder block walls and crawl spaces).

Approval was recommended.

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

**RESOLUTION NO. 14**

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

That Change Order No. 1 for the Crawl Space Ventilation Project at Sunset Hill, Mass. 6-1, decreasing the contract amount by \$2,217.62, with an increase of 116 days to the contract time due to an extensively long lead time for the delivery of the louvers and unforeseen circumstances, as follows: 1) -\$14,000.00 (elimination of louver replacement in buildings 17 & 19); and 2) +\$11,782.38 (patching/infilling of penetrations of cinder block walls and crawl spaces) is approved.

Commissioner Bentley 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 Bentley	None	
Commissioner Medeiros		
Commissioner Long		
Commissioner Burns		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was the Certificate of Completion-Consolidated for the Crawl Space Project at Sunset Hill, Mass. 6-1.

The General Contractor, Encore Contracting Services, Inc., has completed all work items.

The final contract amount was \$331,882.38. Approval was recommended.

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

**RESOLUTION NO. 15**

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

That the Certificate of Completion-Consolidated, Contractor’s Certificate and release, Consent to Surety Company for Final Payment and Application and Certificate of Payment (final) for Encore Contracting Services, Inc, be approved; and designating and authorizing the Chairman to execute said Certificate of Completion-Consolidated.

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

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns	None	
Commissioner Long		
Commissioner Medeiros		
Commissioner Bentley		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The last item was Change Order No. 1 for the Façade Repairs at Frank B. Oliveira Apartments, Mass. 6-7.

Change Order No. 1 is an INCREASE in the contract amount by \$33,797.85, as follows: 1) +\$5,877.32 (add for heating costs to maintain appropriate temperatures for material inside temporary staging enclosure (12/11/23 to 12/31/23); 2) +\$6,875.05 (add for re-securement of the EIFS panel at the 6<sup>th</sup> floor level; and 3) +\$21,045.48 (add for heating costs to maintain appropriate temperatures for material inside temporary staging enclosure (1/1/24 to 1/19/24), and an increase of 144 days to the contract time in order for construction to resume when the outdoor temperatures are consistently above 40 degrees (in Spring) so as to not require temporary heat.

Approval was recommended.

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

**RESOLUTION NO. 16**

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

That Change Order No. 1 for the Façade Repairs at Frank B. Oliveira Apartments, Mass. 6-7, increasing the contract amount by \$33,797.85, as follows: 1) +\$5,877.32 (add for heating costs to maintain appropriate temperature for material inside temporary staging enclosure (12/11/23 to 12/31/23); 2) +\$6,875.05 (add for re-securement of the EIFS panel at the 6<sup>th</sup> floor level; and 3) +\$21,045.48 (add for heating costs to maintain appropriate temperature for material inside temporary staging enclosure (1/1/24 to 1/19/24), and an increase of 144 days to the contract time in order for construction to resume when the outdoor temperatures are consistently above 40 degrees (in Spring) so as to not require temporary heat, 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:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Medeiros	None	
Commissioner Bentley		
Commissioner Burns		
Commissioner Long		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

**MISCELLANEOUS**

The first item was the On-Call Trade Services for Painting, Carpentry, Plumbing, Electrical, Door & Glass Fabrication, HVAC, Asphalt-Concrete Repairs, and Flooring Installation & Repairs.

Mr. McCoy advised that the following companies responded to a recent solicitation for FY2025 On-Call Trade Services for the categories listed above. There were no responses for HVAC Services, and Mr. McCoy advised that he would be reaching out to local vendors again.

COMPANY NAME	CONTRACT AMOUNTS NOT TO EXCEED \$60,000 OR \$100,000 (AS NOTED)
All Phase Property Maintenance & Repair (Painting \$37 p/h)	\$60,000
Paul Nunes & Sons (Painting \$45 p/h)	\$60,000
Acushnet Painting & Carpentry (Painting \$45 p/h)	\$60,000
CHM Contracting (Painting \$45 p/h)	\$60,000
All Phase Carpentry (Painting \$45 p/h)	\$60,000
Proulx Electrical Corp. (Electrical \$120 p/h)	\$60,000
Paul Nunes & Sons (Carpentry \$45 p/h)	\$60,000
CHM Contracting (Carpentry \$45 p/h)	\$60,000
Acushnet Painting & Carpentry (Carpentry \$45 p/h)	\$60,000
All Phase Carpentry (Carpentry \$45 p/h)	\$60,000
J. Rose Construction (Carpentry \$67.18 p/h)	\$60,000
All Phase Property Maintenance & Repair (Carpentry \$42 p/h)	\$60,000
Patriot Contracting (Carpentry \$75 p/h)	\$60,000
O'Brien Plumbing & Heating (Plumbing \$125 p/h)	\$60,000
All Phase Carpentry (Emergency Door/Glass Repair \$45 p/h)	\$60,000
CHM Contracting (Emergency Door/Glass Repair \$45 p/h)	\$60,000
J. Rose Construction (Emergency Door/Glass Repair \$67.18 p/h)	\$60,000
Door & Glass Innovations (Emergency Door/Glass Repair \$95 p/h)	\$60,000
ICS (Asphalt & Concrete \$2.85 p/sq/ft & \$6.50 p/sq/ft)	\$100,000
Joe's Carpet (VCT \$4 p/sq/ft; VCT+Luan \$5.75; Cove Base \$50)	\$100,000
All Phase Carpentry (VCT \$4 p/sq/ft; VCT+Luan \$6; Cove Base \$2.25)	\$100,000
All Phase Property Main. (VCT \$3.85 p/sq/ft; VCT+Luan \$6.50; Cove Base \$2)	\$100,000

Upon consultation with staff, the listed contractors possess the necessary skills and integrity to participate as an on-call vendor for the FRHA. Following an online review of debarment databases, it was recommended that one (1) year contracts be awarded to first eighteen (18) listed contractors—in amounts not to exceed \$60,000; and the last four (4) listed contractors—in amounts not to exceed \$100,000 (for the asphalt/concrete and flooring).

The following resolution were introduced by Commissioner Long, read in full and considered:

**RESOLUTION NO. 17**

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

That permission to award a one (1) year contract to the 22  
Contractors listed above, in amounts not to exceed \$60,000 and  
\$100,000 (as noted), is approved.

Commissioner Long 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 Long	None	
Commissioner Burns		
Commissioner Bentley		
Commissioner Medeiros		
Vice-Chairman Underhill		

Regular Meeting of 2/12/24

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was the Open Meeting Law (OML) Complaint filed by Patrick Higgins in reference to the December 11, 2023 Regular Board meeting.

Attorney Sousa responded to Mr. Higgins, addressing each of his allegations individually and stipulated the remedial measures that would be undertaken by the Fall River Housing Authority. The Attorney General's office was provided with a copy of the correspondence.

This was for information only. No vote was required.

The next item was the EOHLC Wage Match Certification for State Housing Program Tenants for FY2023, to be executed by the Chairperson and Executive Director for submission to EOHLC.

Wage Match must be conducted for state housing program tenants, including tenants in conventional housing, MRVP and AHVP, for every adult member (aged 18 and over) of the tenant household residing in State housing programs. All Massachusetts housing authorities and non-profit agencies that administer state-funded housing programs must participate in the Wage Match program, which was first implemented in 2004.

Because LHAs and non-profits, through this system, have access to "personal data", as defined by M.G.L. c. 66A, LHAs and non-profits must ensure the confidentiality of information requested and received through the wage match system.

The Chairperson and Executive Director are required to sign the Wage Match Certification for FY2023, indicating that both have read and thoroughly understand the contents of PHN 2023-03 and 2019-16, as well as indicating that all authorized employees using the wage match system have read and signed a Wage Match Acknowledgement Regarding Confidentiality of Information, DOR Disclosure and Security Training for Safeguarding Information, and that the FRHA has these signed acknowledgements on file for FY2023. It was requested that the Board authorize the Chairperson and Mr. Sbardella to sign said certification.

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

**RESOLUTION NO. 19**

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

That the EOHLC Wage Match Certification for FY2023,  
executed by the Chairperson and Executive Director, is  
approved.

Commissioner Long 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:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Long Commissioner Bentley Commissioner Burns Commissioner Medeiros Vice-Chairman Underhill	None	

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was Permission to Advertise for a Five (5) Year Lease for Cell Tower Rooftop Space at James A. O'Brien, Sr. Apartments, Mass. 6-5, at 34 Whipple Street.

Approval was recommended.

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

**RESOLUTION NO. 20**

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

That Permission to Advertise for a Five (5) Year Lease for Cell Tower Rooftop Space at James A. O'Brien, Sr. Apartments, 34 Whipple Street, is approved.

Commissioner Long 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 Long Commissioner Medeiros Commissioner Burns Commissioner Bentley Vice-Chairman Underhill	None	

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The last item was Permission to Advertise for a Five (5) Year Contract for Moving & Storage Services.

Approval was recommended.

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

**RESOLUTION NO. 21**

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

That Permission to Advertise for a Five (5) Year Lease for Cell Tower Rooftop Space at James A. O'Brien, Sr. Apartments, 34 Whipple Street, is approved.

Commissioner Burns 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:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Burns Commissioner Bentley Commissioner Long Commissioner Medeiros Vice-Chairman Underhill	None	

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

**PERSONNEL**

The first item was the Procurement Specialist Position. It was requested that the Board ratify the appointment of Justice Crevier.

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

**RESOLUTION NO. 134**

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

That the appointment of Justice Crevier to the position of Procurement Specialist, effective on Tuesday, January 16, 2024 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 \$1,132.88, including a twelve (12) month probationary period and favorable evaluation, is approved.

Commissioner Burns 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 Commissioner Medeiros Commissioner Bentley Commissioner Long Vice-Chairman Underhill	None	

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.  
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The next item was the Plumber Positions (3). It was requested that the Board approve the appointments of Mark Furtado, Kevin Kirby and Seven Furtado, as follows:

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

**RESOLUTION NO. 23**

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

That the appointment of Mark Furtado to the position of Plumber, effective on a date to be determined, is approved.

Commissioner Medeiros 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 Long		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

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

**RESOLUTION NO. 24**

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

That the appointment of Kevin Kirby to the position of Plumber, effective on a date to be determined, is approved.

Commissioner Bentley that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Long, and upon roll call, the "Ayes" and "Nays" were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Bentley	None	
Commissioner Long		
Commissioner Medeiros		
Commissioner Burns		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.



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

**RESOLUTION NO. 25**

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

That the appointment of Steven Furtado to the position of Plumber, effective on a date to be determined, is approved.

Commissioner Long 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 Long	None	
Commissioner Burns		
Commissioner Bentley		
Commissioner Medeiros		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was the Involuntary Disability Retirement of Keith Vieira, retroactive to May, 2021.

Approval was recommended.

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

**RESOLUTION NO. 26**

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

That the Involuntary Disability Retirement of Keith Vieira, retroactive to May, 2021, is approved.

Commissioner Burns 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 Long		
Commissioner Bentley		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

The next item was the Executive Director Evaluation for 2023. It was recommended that they be distributed to Department Heads for completion, and be returned to the Executive Office Coordinator no later than February 29, 2024.

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

**RESOLUTION NO. 27**

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

That the distribution of the Executive Director Evaluation to Department Heads for completion and be returned to the Executive Office Coordinator no later than February 29, 2024, is approved.

Commissioner Bentley that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Long, and the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Commissioner Bentley	None	
Commissioner Long		
Commissioner Burns		
Commissioner Medeiros		
Vice-Chairman Underhill		

The Vice-Chairman thereupon declared said motion carried and said resolution adopted.

**ELECTION OF CHAIRPERSON**

It was announced that it was in order to proceed to the matter of the election of the Chairperson, for the calendar year 2024.

Commissioner Medeiros made a motion that **Stephen R. Long** be nominated to the office of Chairman.

Commissioner Bentley seconded the motion.

Upon a motion duly made by Commissioner Medeiros, seconded by Commissioner Bentley, and carried by unanimous vote, nominations were closed.

Vote of election for **CHAIRMAN** was taken with the following results:

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

**Stephen R. Long** was declared elected to the office of the **Chairman**.

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



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Kevin Sbardella, Secretary