

MINUTES OF THE REGULAR MEETING
OF THE FALL RIVER HOUSING AUTHORITY
HELD ON MONDAY, JULY 8, 2024

The members of the Fall River Housing Authority met in Regular Session on Monday, July 8, 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 Chairman, and upon roll call, those present and absent were as follows:

PRESENT

Stephen R. Long
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 Regular Meeting of the members of the Fall River Housing Authority will be held at 4:30 p.m., on Monday, July 8, 2024, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY

Kevin Sbardella

Secretary

Dated: July 3, 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 July 3, 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 8th day of July, 2024.

Kevin Sbardella

Secretary

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CITIZEN INPUT

Chairman Long asked if anyone in the listening audience wished to speak during the Citizen Input time. Patick Duddy, of 126 President Avenue, Fall River, Constable for the FRHA, addressed the Board and asked the Commissioners to review the documents he provided to them with Mr. Sbardella and Attorney Sousa.

RESIDENT INPUT

Chairman Long asked if anyone in the listening audience wished to speak during the Resident Input time. Edward Gagnon, Executive Director, FRJTC, announced that the Authority currently has 15 resident Maintenance Assistants on board, with at least one at each high rise, and a couple of sites with more than one.

MINUTES OF PREVIOUS MEETING

As copies of the minutes of the Regular Meeting held on June 10, 2024 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 June, 2024 vouchers as follows:

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	159169-157263	\$2,244,028.02
	207270-207295	\$19,343.61
	103523-103557	\$50,719.00
	15034 - 15034	\$17.00
FEDERAL FUND	117263-117346	\$713,407.54
DD NATIONAL GRID	202-212	\$57,745.00
DD LIBERTY UTILITIES	10000-10001	\$7,062.50
REVOLVING FUND	77810-77982	\$860,393.38
	184-205	\$1,788.37
STATE FUND	8971-8983	\$35,068.99
DD NATIONAL GRID	210-210	\$16,138.97
200-C MOD	1895-1895	\$3,810.00
	TOTAL	\$4,009,522.38

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

FEDERAL FUND	\$121,306.35
REVOLVING FUND	\$128,851.55
STATE FUND	\$7,282.38
200-C MOD	-----
	TOTAL
	\$257,440.28

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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 June, 2024.

Communications: None

REPORT OF THE SECRETARY

As part of the Management Reports, the federal application information, as of June 30, 2024, is as follows:

Family.....	3607
Elderly.....	983
Mixed Population.....	1557

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

The next item was the Monthly Financial Operating Statements for the periods ending April 30, 2024 and May 31, 2024. A motion was made by Commissioner Burns, seconded by Commissioner Underhill, and carried by unanimous vote to approve the Monthly Financial Operating Statements, as presented.

UPDATE FROM EXECUTIVE DIRECTOR

Under Human Resources, Mr. Sbardella advised that a Resident Services Coordinator was hired and started work today. Mr. Sbardella added that the FRHA applied for and received a one (1) year grant for this position. The Resident Services Coordinator will assist our elderly/disabled population with meeting their needs and acquiring services from local outside agencies.

Under Resident Services, Mr. Sbardella advised that the City’s Lunch Program kicked off recently and is using four (4) of our properties to distribute the lunches, and activities are provided for youngsters.

Under Management, Mr. Sbardella advised that the first part of a two-tier application process to federalize Chor-Bishop Joseph Eid Apartments and Corky Row Apartments was submitted to EOHLC; and if approved, the second part will be submitted to HUD.

Lastly, Mr. Sbardella announced that our PHAS score for 2023 was an 87%, which is a “Standard Performer” status. We received a 99% under Modernization; a 99% under Financial and a 97% under Management. Mr. Sbardella reminded the Board that a couple of years ago we were deemed a “Troubled” housing authority, under a past administration, due to missed deadlines. While we are pleased with our score, we will continue to strive to bring it up to 90%+, which will make us a “High Performer”. Commissioner Burns and Mr. Sbardella commended the staff for their hard work and dedication.

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 Final Completion for the Roof Replacement at Elmer/Corbett Streets (Chapter 689-1) EOHLC #095165.

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The General Contractor, FRG Contractor Corp, completed all work items. The final contract amount was \$39,715.00. Approval was recommended.

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

RESOLUTION NO. 65

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

That the Certificate of Final Completion for the Roof Replacement at Elmer/Corbett Streets (Chapter 689-1) EOHLC #095165, with a final contract amount of \$39,715.00, is approved, contingent upon final approval from 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	None	
Commissioner Underhill		
Commissioner Bentley		
Commissioner Medeiros		
Chairman Long		

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

The next item was the Certificate of Completion-Consolidated for the Façade Repairs Project at Frank B. Oliveira Apartments, Mass. 6-7.

The General Contractor, East Coast Masonry & Restoration, Inc., completed work items and the final Contract amount was \$240,297.85. Approval was recommended.

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

RESOLUTION NO. 66

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 East Coast Masonry & Restoration, Inc., be approved; and designating and authorizing the Chairman to execute said Certificate of Completion-Consolidated.

Commissioner Underhill 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:

AYES**NAYS****ABSENT**

Commissioner Underhill
 Commissioner Medeiros
 Commissioner Burns
 Commissioner Bentley
 Chairman Long

None

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

The next item was the Contract Award for Roof Replacement (Phase 6) Buildings 8, 24 and 25 at Sunset Hill, Mass. 6-1.

Ten (10) bids were received and opened on June 27, 2024, as follows:

COMPANY NAME	BID AMOUNT
Leading Way Construction, Inc 64 Ames St. Brockton, MA	\$849,900.00 (including Alternate #1)
North Country Roofing, LLC 11 Perkins St. Brockton, MA	\$859,500.00 (including Alternate #1)
Commercial Roofing & Contracting, Inc. P.O. Box 647 Putnam, CT	\$872,200.00 (including Alternate #1)
Triumph Roofing, Inc. 46 Elm St. Balwinville, MA	\$948,490.00 (including Alternate #1)
Gibson Roofs, Inc. 369 Winter St. Hanover, MA	\$970,000.00 (including Alternate #1)
Capeway Roofing Systems, Inc. 664 Sanford Rd. Westport, MA	\$1,025,100.00 (including Alternate #1)
Corolla Roofing 18 Bates Ave. Winthrop, MA	\$1,076,096.00 (including Alternate #1)
WPI Construction, Inc. 5 Checkerberry Island Webster, MA	\$1,030,000.00 (including Alternate #1)
Young Developers, LLC 9 Hamden Park Dr. Hamden, CT	\$1,111,500.00 (including Alternate #1)
MDM Engineering Company, Inc. 51 Sawmill Rd. Dudley, MA	\$1,210,000.00 (including Alternate #1)

The Project Scope of Work consists of the removal of the existing membrane roofing assembly at the specified buildings to existing roof sub-structure and replace with new modified bitumen roofing assembly and metal flashing. Incidental brick masonry pointing and painting of existing metal fascia.

Following a review of the bids, it was recommended that the contract be awarded to the low bidder, Leading Way Construction, Inc., in the amount of \$849,900.00, (including Alternate #1).

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

RESOLUTION NO. 67

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

That permission to award the contract for Roof Replacement (Phase 6) Buildings 8, 24 and 25 at Sunset Hill, Mass. 6-1, to the low bidder, Leading Way Construction, Inc., in the amount of \$849,900.00, (including Alternate #1), 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	None	
Commissioner Bentley		
Commissioner Underhill		
Commissioner Medeiros		
Chairman Long		

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

The next item was Permission to Advertise for the Boiler and Domestic Hot Water Replacement Project at James A. O'Brien, Sr. Apartments, Mass. 6-5.

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

RESOLUTION NO. 68

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

That Permission to Advertise for the Boiler and Domestic Hot Water Replacement Project at James A. O'Brien, Sr. Apartments, is approved.

Commissioner Bentley 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:

AYES**NAYS****ABSENT**

Commissioner Bentley None
 Commissioner Underhill
 Commissioner Burns
 Commissioner Medeiros
 Chairman Long

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

The last item was Permission to Advertise for Building Envelope Repairs (1st Floor) at Cardinal Medeiros Towers, Mass. 6-8.

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

RESOLUTION NO. 69

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

That Permission to Advertise for Building Envelope Repairs
 (1st Floor) at Cardinal Medeiros Towers, Mass. 6-8, is approved.

Commissioner Medeiros 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:

AYES**NAYS****ABSENT**

Commissioner Medeiros None
 Commissioner Burns
 Commissioner Bentley
 Commissioner Underhill
 Chairman Long

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

MISCELLANEOUS

The first item was a one (1) year contract for the Purchase of Plumbing Fixtures.

Three (3) companies responded to the recent solicitation for the Purchase of Plumbing Fixtures.

COMPANY NAME**CONTRACT AMOUNT**

Win-Supply, Fall River	Not to exceed \$50,000.00
Plumbers Supply	Not to exceed \$50,000.00
Supply New England	Not to exceed \$50,000.00

Each vendor submitted responsive and responsible price quotes for fifteen (15) specific solicited items, and they have all provided quality plumbing fixtures and services to the FRHA during prior contractual agreements and transactions.

Based on this information, it was recommended that a one (1) year contract be awarded to each of the above-listed companies listed, in an amount not to exceed \$50,000.00 each.

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

RESOLUTION NO. 70

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

That permission to award a one (1) year contract for the purchase of plumbing fixtures to the three (3) responsive and responsible vendors--Win-Supply, Fall River, Plumbers Supply and Supply New England, in an amount not to exceed \$50,000.00 each, 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 Commissioner Burns Commissioner Underhill Commissioner Medeiros Chairman Long	None	

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

The next item was a three (3) year contract for Network Systems Administration services.

Three (3) companies responded to the recent solicitation for Network Systems Administration services.

COMPANY NAME	TECHNICAL PROPOSAL	PRICE PROPOSAL
MTSI	Highly Advantageous	\$219,564.00
Retrofit Technologies	Highly Advantageous	\$278,096.00
Intellibeam	Advantageous	\$269,820.00

The evaluation committee determined that the most "advantageous" proposer was MTSI, based on their price and technical criteria. MTSI was founded in 1998 and is located at 132 Alden Road in Fairhaven, MA. They offer onsite services to several clients in the greater Bristol County area, are the current contractor for the FRHA and assist the FRHA with all technical and communications needs.

Based on their proposal's degree of highest quality and best price, their comparative responses and a due diligence debarment search, it was recommended that a three (3) year contract (with two separate and distinct one-year options to renew, at the sole discretion of the FRHA) be awarded to MTSI, in the amount of \$219,564.00.

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

RESOLUTION NO. 71

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

That permission to award a three (3) year contract (with two separate and distinct one-year options to renew, at the sole discretion of the FRHA) for Network Systems Administration services to MTSI, in the amount of \$219,564.00, is approved.

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

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

At this time, Chairman Long recommended that the Board go into Executive Session, pursuant to M.G.L. Chapter 30A, Section 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 (**Amendment to Personnel Policy Regarding New Hires**).

At 4:55 p.m. a motion was made by Commissioner Bentley, seconded by Commissioner Underhill, and carried by unanimous roll call vote to go into Executive Session. A motion was made by Commissioner Bentley, seconded by Commissioner Medeiros, and carried by unanimous roll call vote to not resume in Open Session following the Executive Session.

At 5:20 p.m. a motion was made by Commissioner Bentley, seconded by Commissioner Medeiros, and carried by unanimous vote to adjourn the meeting.



Kevin Sbardella, Secretary