

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

The members of the Fall River Housing Authority met in Regular Session on Monday, August 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 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, August 12, 2024, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY




Secretary

Dated: August 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 August 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 12th day of August, 2024.



Secretary

Regular Meeting of 8/12/24

CITIZEN INPUT

Chairman Long asked if anyone in the listening audience wished to speak during the Citizen Input time. Hearing none, Chairman Long moved onto Resident Input.

RESIDENT INPUT

Chairman Long asked if anyone in the listening audience wished to speak during the Resident Input time. Hearing none, Chairman Long continued with the remainder of the meeting.

MINUTES OF PREVIOUS MEETING

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

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

BILLS AND COMMUNICATIONS

Vouchers: The Secretary presented the July, 2024 vouchers as follows:

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	157264-158351	\$2,227,970.62
	207295-207328	\$21,759.61
	103558-103593	\$49,589.00
FEDERAL FUND	117347-117444	\$229,431.31
DD NATIONAL GRID	217- 222 & 224	\$38,697.29
DD LIBERTY UTILITIES	10002-10003	\$3,622.70
REVOLVING FUND	77983-78179	\$894,619.81
DD NATIONAL GRID	223	\$11,607.79
STATE FUND	8984-8998	\$79,909.45
DD NATIONAL GRID	213	\$6,999.20
200-C MOD	-----	-----
	TOTAL	\$3,564,205.78

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

FEDERAL FUND	\$60,173.05
REVOLVING FUND	\$136,324.82
STATE FUND	\$18,210.62
TOTAL	\$214,708.49

A motion was made by Commissioner Burns, seconded by Commissioner Underhill, and carried by unanimous vote to pay the vouchers for the month of July, 2024.

Communications: None

REPORT OF THE SECRETARY

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

Family.....	3956
Elderly.....	1057
Mixed Population.....	1654

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

The next item was the Monthly Financial Operating Statements for the period ending June 30, 2024. A motion was made by Commissioner Bentley, seconded by Commissioner Underhill, and carried by unanimous vote to approve the Monthly Financial Operating Statements, as presented.

The next item was the State Quarterly Modernization Report for the period ending June 30, 2024. A motion was made by Commissioner Medeiros, seconded by Commissioner Bentley, and carried by unanimous vote to approve the State Quarterly Modernization Report, as presented.

UPDATE FROM EXECUTIVE DIRECTOR

Under Human Resources, Mr. Sbardella advised that a Receptionist was recently hired for the Section 8 Department due to the promotion of the former Receptionist. In addition, a second full-time Plumber was hired, and another candidate is in the pre-employment testing period. Mr. Sbardella announced that three employees recently retired—Susan Ratier, Section 8 Department--21 years of employment, Karen Medeiros, Management Department--25 years of employment and Ray Solomon, Facilities Department--26 years of employment. Mr. Sbardella acknowledged and thanked all three for their dedication and long-term employment at the Fall River Housing Authority. Small gifts and gift cards will be provided to them as a token of the Authority’s appreciation. On behalf of the Board of Commissioners, Chairman Long also thanked the employees for their many years of hard work.

Under Resident Services, Mr. Sbardella advised that two community fairs were recently held, one at Sunset Hill and one at Father Diaferio Village. A number of local vendors set up informational booths explaining their services to the participants. As always, Joey DaSilva did a great job coordinating the fairs and provided a cookout and festivities as well for the attendees.

The employee appreciation cookout is scheduled for Friday, August 16th at the Oak Village development, beginning at noon, and once again, FRHA employees are allowed to park in the Fonseca school parking lot. As always, the Commissioners are more than welcome to attend and enjoy a nice lunch and music.

Under Management, Mr. Sbardella advised that a Performance Management Review (PMR) was recently conducted by EOHLC for our three (3) State developments. Overall, the Authority scored very well. During their visit to our Tenant Selection Department, which is overseen by Marie Souza, Coordinator and Amy Morin, Assistant Coordinator, representatives from EOHLC stated that our CHAMP program is the “gold standard” of how that State program should be administered, and Mr. Sbardella acknowledged Ms. Souza and Ms. Morin for their consistent dedication to their department, along with the other staff members.

The Facilities Department, headed by Ed Majewski and assisted by Todd Benevides and Jason Forcier, did very well and no findings were issued. There was one finding regarding the State TAR’s report due to one account that had a large balance stemming from a lawsuit. In addition, it has been a challenge keeping the operating reserves up when the state is unable to adequately fund the State developments. Lastly, the Commissioners need to complete the required Board member training.

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 Change Order No. 1 for the Boiler and Domestic Water Heater Replacement at George H. Cottell Heights, Mass. 6-10.

Change Order No. 1 was a CREDIT of \$2,565.48 to the Contract for the revision of combustion air and venting changes due to manufacturer’s recommendations. There was no change in the Contract time. Approval was recommended.

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

RESOLUTION NO. 72

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

That Change Order No. 1 for the Boiler and Domestic Water Heater Replacement at George H. Cottell Heights, Mass. 6-10, decreasing the Contract amount by \$2,565.48 for the revision of combustion air and venting changes due to manufacturer’s recommendations, 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 Commissioner Underhill Commissioner Bentley Commissioner Medeiros Chairman Long	None	

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

The next item was the Contract Award for the Video Security System Upgrades at Father Vincent Diaferio Village, Mass. 6-3.

Two (2) bids were received and opened on July 25, 2024, as follows:

COMPANY NAME	BASE BID AMOUNT	ALTERNATES (1-4)
Security Solutions	\$589,990.16	#1 +\$9,359.99 #2 +\$66,168.70 #3 +\$66,168.70 #4 +\$66,168.70
	TOTAL BID AMOUNT	
	\$797,856.25	
SIGNET Electronic Systems	\$1,980,300.00	#1 +\$7,500.00 #2 +\$300,000.00 #3 +\$300,000.00 #4 +\$300,000.00
	TOTAL BID AMOUNT	
	\$2,887,880.00	

The Project Scope of Work consists of the design of a new network-based surveillance system utilizing power-over-ethernet (POE) multi-sensor and fixed dome cameras.

Following a review of the bids, it was recommended that the contract be awarded to the low bidder, Security Solutions, in the amount of \$797,856.25, including all four (4) Alternates.

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

RESOLUTION NO. 73

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

That permission to award the Contract for the Video Security System Upgrades at Father Vincent Diaferio Village, Mass. 6-3, to the low bidder, Security Solutions, in the amount of \$797,856.25, including all four (4) Alternates, 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	None	
Commissioner Underhill		
Commissioner Burns		
Commissioner Bentley		
Chairman Long		

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

The next item was Permission to Advertise for Apartment Conversions (Phase 3—12th Floor) at Cardinal Medeiros Towers, Mass. 6-8. Approval was recommended.

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

RESOLUTION NO. 74

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

That Permission to Advertise for Apartment Conversions
(Phase 3—12th Floor) at Cardinal Medeiros Towers, Mass. 6-8,
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 Burns		
Commissioner Underhill		
Chairman Long		

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

The next item was Permission to Advertise for Window Replacement at James A. O'Brien, Sr. Apartments, Mass. 6-5. Approval was recommended.

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

RESOLUTION NO. 75

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

That Permission to Advertise for Window Replacement at James
A. O'Brien, Sr. Apartments, Mass. 6-5, is approved.

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

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

The last item was Permission to Advertise for Site Improvements and Splash Pads at Sunset Hill, Mass. 6-1; Father Diaferio Village, Mass. 6-3 and Pleasant View, FR 200-1. Approval was recommended.

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

RESOLUTION NO. 76

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

That Permission to Advertise for Site Improvements and Splash Pads at Sunset Hill, Mass. 6-1; Father Diaferio Village, Mass. 6-3 and Pleasant View, FR 200-1, 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 Burns		
Commissioner Underhill		
Chairman Long		

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

MISCELLANEOUS

The first item was the Contract for Interior Painting of State-Aided Vacant Units.

One (1) company responded to a recent solicitation for these services, and the bid was opened and reviewed on July 12, 2024, as follows:

COMPANY NAME	CONTRACT AMOUNT
Roumbakis Contracting, Inc.	\$37,750.00

Roumbakis Contracting, Inc., the lone bidder, is a DCAMM certified contractor located in Fitchburg, MA. Roumbakis is the current provider for the FRHA and has provided satisfactory services for the Authority in the past. Due diligence was performed to ensure that the FRHA will receive quality painting services.

Roumbakis is not identified on the debarment list currently posted by the Massachusetts Department of Transportation, Division of Capital Asset Management and Maintenance or the Commonwealth’s Attorney General’s office.

Based on this information, it was recommended that a two (2) year indefinite quantities contract (with an additional one (1) year option to renew) be awarded to the lone bidder, Roumbakis Contracting, Inc., in an amount not to exceed \$37,750.00.

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

RESOLUTION NO. 77

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

That permission to award a two (2) year indefinite quantities contract (with an additional one (1) year option to renew) be awarded to the lone bidder, Roumbakis Contracting, Inc., in an amount not to exceed \$37,750.00, 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:

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

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

The next item was permission to extend the Security Services Contract with USENTRA at Edward F. Doolan Apartments through December 31, 2024.

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

RESOLUTION NO. 78

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

That permission to extend the Security Services Contract with USENTRA at Edward F. Doolan Apartments through December 31, 2024 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:

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

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

The last item was the Open Meeting Law (OML) Complaint filed by Patrick Higgins on July 10, 2024 in reference to the July 8, 2024 regular Board meeting.

It was requested that permission be granted for Attorney Michael Sousa, General Counsel, to respond to the OML Complaint.

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

RESOLUTION NO. 79

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

That permission for Attorney Michael Sousa, General Counsel,
to respond to the OML Complaint, 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 Medeiros		
Commissioner Bentley		
Chairman Long		

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

At 4:55 p.m. a motion was made by Commissioner Burns, seconded by Commissioner Bentley, and carried by unanimous vote to adjourn the meeting.



Kevin Sbardella, Secretary