

**MINUTES OF THE REGULAR MEETING**  
**OF THE FALL RIVER HOUSING AUTHORITY**  
**HELD ON MONDAY, SEPTEMBER 9, 2024**

The members of the Fall River Housing Authority met in Regular Session on Monday, September 9, 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  
 Jason Burns  
 Jo Ann Bentley  
 John Medeiros

**ABSENT**

David Underhill

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, September 9, 2024, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY



Secretary

Dated: September 4, 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 September 4, 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 9th day of September, 2024.



Secretary

Regular Meeting of 9/9/24

**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. Robert Barlow, a resident of Cottell Heights, requested permission to speak regarding issues at that building, mainly concerning some residents buzzing outsiders into the building, especially in the evening hours. These non-residents roam the corridors, hang around in the community hall, loiter in the laundry room, and generally, make the residents fearful. Mr. Barlow, and other Cottell Heights residents present at the Board meeting, are very concerned about their safety and requested having private security placed there from 11:00 p.m. to 7:00 a.m.

Mr. Barlow further stated that he, and other residents, do walk-throughs in the building on their own, but feel outside security would be more effective. There are a number of activities scheduled in the community hall for the residents, but many are afraid to come out of their apartments to partake in the activities because of ongoing issues.

Mr. Sbardella stated that this was the first time he heard of these resident concerns and advised that it is very important to follow the proper chain of command when reporting issues at our developments. All concerns should be put in writing by the resident(s) and submitted to the Manager and/or Clerk of the site, with a copy provided to Edward Gagnon, Executive Director of the Fall River Joint Tenants Council, Inc. Mr. Sbardella advised that he meets monthly with Mr. Gagnon, so making him aware of problems within the developments right away is very important. Mr. Gagnon can then make Mr. Sbardella aware from the onset. If no action is taken by the Manager/Clerk, residents should provide Debra Morrissette and/or Tim Burke, Associate Directors of Property Management, with a copy of what was submitted to the Manager/Clerk requesting their assistance/intervention. Mr. Barlow advised that a resident meeting is scheduled on Wednesday, September 11<sup>th</sup>, and Mr. Sbardella stated that he would be in attendance. Mr. Barlow thanked the Board for their time.

Mr. Gagnon advised that three (3) more Maintenance Assistants have been hired at O'Brien Apartments, Barresi Heights and North Rocliffe Apartments.

**MINUTES OF PREVIOUS MEETING**

As copies of the minutes of the Regular Meeting held on August 12, 2024 were mailed to the Commissioners, it was in order to act upon same.

Commissioner Burns 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 August, 2024 vouchers as follows:

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	158352-159444	\$2,287,702.64
	207329-207353	\$23,605.48
	103594-103629	\$50,996.00
	none	----

FEDERAL FUND	117445-117526	\$669,043.26
DD National Grid	226-230+233-235	\$69,513.88
DD Liberty Utilities	10004-10006	\$2,721.76
REVOLVING FUND	78180-78365	\$1,393,580.14
DD National Grid	231	\$6,616.70
STATE FUND	8999-9006	\$71,267.51
DD National Grid	232	\$48,843.34
200-C MOD	1896-1898	\$16,558.23
	<b>TOTAL</b>	<b>\$4,635,448.94</b>

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

FEDERAL FUND	\$144,144.69
REVOLVING FUND	\$189,094.64
STATE FUND	----
200-C MOD	----
ENERGY TRUST FUND	----
	<b>TOTAL</b>
	<b>\$333,239.33</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 August, 2024.

**Communications:** None

**REPORT OF THE SECRETARY**

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

Family.....	3956
Elderly.....	1041
Mixed Population.....	1597

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 Report for July, 2024 which was 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 Financial Report, as presented.

**UPDATE FROM EXECUTIVE DIRECTOR**

Under Human Resources, Mr. Sbardella advised that two (2) Clerk Interviewers were recently hired. Phyllis Gendreau, a twenty-one (21) year employee retired, and Mr. Sbardella acknowledged and thanked Ms. Gendreau for her long-term service and dedication to the Fall

River Housing Authority. A card was received from Karen Medeiros, a recent retiree, thanking the Board and Administration for the thoughtful and generous gifts presented to her upon her retirement.

Under Resident Services, Mr. Sbardella advised that the Authority will be offering free piano/keyboard lessons out of the Sunset Hill community hall. Brian Bigelow has been gracious enough to volunteer his time to teach anyone interested in learning how to play the piano and/or keyboard. Mr. Sbardella advised that he recently donated a baby grand piano, and due to the size of the Sunset Hill Community Hall, felt that it would be the best location to place it. The lessons are slated to begin in October.

Under Financial, Mr. Sbardella advised that our Bond rating increased from BBB to BBB+ based on our audit and improved PHAS score to a “Standard Performer”. The FRHA does not typically borrow money or issue bonds as a municipality might do, but it is still another positive step towards the improved managerial operations of the organization.

Lastly, after a brief discussion, Mr. Sbardella advised that the October Board meeting date has been tentatively changed to **Thursday, October 17, 2024**, due to the Columbus Day holiday which falls on the second Monday of the month. A reminder e-mail will be sent to all involved at the beginning of October.

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 at George E. Riley Plaza, Mass. 6-17.

The General Contractor, WPI Construction, Inc., substantially completed work on August 27, 2024.

Approval was recommended.

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

**RESOLUTION NO. 80**

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

That the Certificate of Substantial Completion for the Roof Replacement 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 Medeiros, 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 Commissioner Medeiros Commissioner Bentley Chairman Long	None	Commissioner Underhill

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

The next item on the agenda was the request that **Ideal Exalt 155 Combi Boiler Equipment** be a proprietary item for the Boiler Replacement Projects at George E. Riley Plaza, Mass. 6-17; Bennie Costa Plaza, Mass 6-16; Fordney Apartments, Mass. 6-15 and North Rocliffe Apartments, Mass. 6-13, as currently used throughout the FRHA turnkey developments.

Approval was recommended.

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

**RESOLUTION NO. 81**

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

That permission to have **Ideal Exalt 155 Combi Boiler Equipment** be a proprietary item for the Boiler Replacement Projects at George E. Riley Plaza, Mass. 6-17; Bennie Costa Plaza, Mass 6-16; Fordney Apartments, Mass. 6-15 and North Rocliffe Apartments, Mass. 6-13, as currently used throughout the FRHA turnkey developments 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 Commissioner Bentley Commissioner Burns Chairman Long	None	Commissioner Underhill

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

The last item was the Executive Office of Housing & Livable Communities (EOHLC) Amendment #13 to the Contract for Financial Assistance (CFA) 5001, in the amount of \$1,720,261.13.

Approval was recommended, contingent upon final approval by EOHLC.

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

**RESOLUTION NO. 82**

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

That EOHLC Amendment #13 to the Contract for Financial Assistance (CFA) 5001, in the amount of \$1,720,261.13, is approved, contingent upon final approval by EOHLC.

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:

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

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

### MISCELLANEOUS

The first item was the Supplemental Police Services Contract which is set to expire on September 30, 2024. Mr. Sbardella advised the contract amount will be increased to \$581,876.00 for the one (1) year period beginning on October 1, 2024 through September 30, 2025, for five (5) officers.

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

#### RESOLUTION NO. 83

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

That the Supplemental Police Services Contract, beginning on October 1, 2024 through September 30, 2025, for five (5) Officers, in an amount not to exceed \$581,876.00, 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 Commissioner Bentley Commissioner Burns Chairman Long	None	Commissioner Underhill

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

Mr. Sbardella advised that the Animal Control Officer Contract is set to expire on September 30, 2024 as well, and it was requested that the Board approve the continuation of this Contract, beginning on October 1, 2024 through September 30, 2025, in the amount of \$17,500.00.

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

#### RESOLUTION NO. 84

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

That the Animal Control Officer Contract, beginning on October 1, 2023 through September 30, 2024, in the amount of \$17,500.00, is approved.

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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 Commissioner Medeiros Commissioner Bentley Chairman Long	None	Commissioner Underhill

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

The next item was the new FFY2025 Flat Rent and Maximum Rent Tables for Federal Public Housing Programs, effective on or after October 1, 2024 for New Admissions and on or after January 1, 2025 for Annual Re-certifications, as follows:

NO. OF BEDROOMS	HUD FMR	FLAT RENT	MAXIMUM RENT*
0	\$1,233	\$986	\$986
1	\$1,319	\$1,055	\$1,055
2	\$1,614	\$1,291	\$1,291
3	\$1,945	\$1,556	\$1,556
4	\$2,359	\$1,887	\$1,887
5	\$2,713	\$2,170	\$2,170

\*Used for calculating Prorated Rent under the HUD Mixed Family Rule

It was requested that the Board approve the updated FFY2025 Flat Rent and Maximum Rent Schedules as listed above.

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

**RESOLUTION NO. 85**

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

That the new FY2025 Flat Rent and Maximum Rent Schedules for Federal Public Housing Programs, effective on or after October 1, 2024 for New Admissions and on or after January 1, 2025 for Annual Re-certifications, as listed above, are 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 Medeiros Chairman Long	None	Commissioner Underhill

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

The next item was permission to advertise for five (5) year leases for Rooftop Antennas at Raymond D. Holmes Apartments and Nicholas W. Mitchell Heights.

Approval was recommended

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

**RESOLUTION NO. 86**

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

That permission to advertise for five (5) year leases for Rooftop Antennas at Raymond D. Holmes Apartments and Nicholas W. Mitchell Heights, 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 Commissioner Bentley Commissioner Burns Chairman Long	None	Commissioner Underhill

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

The next item was the permission to contract with USENTRA for Emergency Security Guard Services at Chor-Bishop Joseph Eid Apartments. Approval for up to thirty (30) hours per week, from September 16, 2024 to December 31, 2024 was recommended.

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

**RESOLUTION NO. 87**

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

That permission to contract with USENTRA for Emergency Security Guard Services at Chor-Bishop Joseph Eid Apartments, for up to thirty (30) hours per week, from September 16, 2024 to December 31, 2024 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 Medeiros Chairman Long	None	Commissioner Underhill

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

The last item on the agenda was the State Write-Offs for two (2) Maple Gardens residents as part of the Universal Litigation Settlement.

Approval was recommended to write-off \$894.51 (Taylor family) and \$16,714.00 (Sarit family).

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

**RESOLUTION NO. 88**

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

That permission to write-off \$894.51 (Taylor family) and \$16,714.00 (Sarit family), for two (2) Maple Gardens residents, as part of the Universal Litigation Settlement, 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 Commissioner Bentley Commissioner Burns Chairman Long	None	Commissioner Underhill

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

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

  
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 Kevin Sbardella, Secretary