

MINUTES OF THE POSTPONED REGULAR MEETING
OF THE FALL RIVER HOUSING AUTHORITY
HELD ON THURSDAY, OCTOBER 17, 2024

The members of the Fall River Housing Authority met in Postponed Regular Session on Thursday, October 17, 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
Jo Ann Bentley
John Medeiros

ABSENT


Jason Burns

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 Thursday, October 17, 2024, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY



Secretary

Dated: October 9, 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 October 9, 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 17th day of October, 2024.



Secretary

Postponed Regular Meeting of 10/17/24

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.

Nelson Vasquez, a resident at Sunset Hill, stated that he had two questions to ask the Commissioners and/or Mr. Sbardella/Mr. McCoy. Mr. Vasquez asked if the on-line portal would be up and running anytime soon, as it has been down for quite some time. The on-line portal allows residents to pay their rents directly, and many residents were utilizing it before it went off-line. Mr. McCoy advised that there have been some software issues with it, but he will check with Kathleen Povar, Director of Field Operations, and find out the status of it and contact Mr. Vasquez. Mr. Vasquez also asked if the FRHA would consider installing drop boxes at each development (or at least the family developments) so residents can pay their rents even when the site office is closed, as a number of residents work during the days/times the offices are open, and, in addition, they would also not have to mail their rents. Mr. Sbardella advised that there have been drop boxes at a number of the sites over the years, but there were issues at some of the locations. Mr. Sbardella advised that this request/recommendation will be followed up with the Management Department. Mr. Vasquez thanked the Commissioners and Mr. Sbardella/Mr. McCoy for their time.

MINUTES OF PREVIOUS MEETING

As copies of the minutes of the Regular Meeting held on September 9, 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 Medeiros seconded the motion. It being brought to a vote, the minutes were unanimously accepted.

BILLS AND COMMUNICATIONS

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

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	158355-160523	\$2,252,042.05
	207354-207377	\$60,556.85
	103630-103665	\$50,453.00
FEDERAL FUND	117527-117592	\$153,666.02
DD National Grid	237-257	\$110,505.34
PH FSS Escrows	0	\$9,478.00
REVOLVING FUND	78366-78506	\$3,842,412.57
DD National Grid	254	\$15,313.24
STATE FUND	9007-9014	\$24,060.53
200-C MOD	1899-1901	\$80,853.26
	TOTAL	\$6,599,340.86

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

FEDERAL FUND	\$107,215.36
REVOLVING FUND	\$251,230.65
STATE FUND	\$23,052.46
200-C MOD	----
ENERGY TRUST FUND	----
TOTAL	\$813,498.47

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

Communications: None

REPORT OF THE SECRETARY

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

Family.....	3902
Elderly.....	1038
Mixed Population.....	1585

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 Report for August, 2024 which was included with the Board packets.

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

UPDATE FROM EXECUTIVE DIRECTOR

Under Human Resources, Mr. Sbardella announced three (3) internal promotions—Roger Salpietro was named the new Director of Maintenance. Mr. Salpietro is a current Maintenance Leader and a twenty-nine (29) year employee. Katie Roberts was named our new Legal Liaison. Ms. Roberts is a current Property Manager and is a nine (9) year employee. Lastly, Lori Amarantes was named the new Supervising Senior Accountant. Ms. Amarantes is the current Accounts Payable Accounting Clerk and is also a nine (9) year employee.

Under Resident Services, Mr. Sbardella advised that the Authority will begin our partnership with the Boys & Girls Club offering a reduced membership fee to our residents and will pick them up two (2) nights per week from Sunset Hill, Bennie Costa Plaza, Riley Plaza, Fordney Apartments, Maple Gardens and possibly Pleasant View. So far seven (7) residents have signed up. In addition, seven (7) residents have signed up for piano lessons. Joey DaSilva is coordinating these activities.

Mr. Sbardella and Mr. McCoy met with City Councilor Laura Washington, who recently took over the former “Road to Recovery” counseling services--with two (2) locations, Pleasant Street and Eastern Avenue--to offer our residents.

Under Management, the Authority is in the process of preparing our Annual and Five (5) Year Agency Plan, which is due at HUD by January 17, 2025. The FRHA outlines our goals, objectives, statistical data and policies, along with any changes to previous policies.

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Mr. Sbardella and Mr. McCoy recently attended the first annual gala put on by Mass. NAHRO. Senator Rodrigues was awarded “Legislator of the Year” for his ongoing efforts in obtaining additional funding for the State Executive Office of Housing & Livable Communities (EOHLC).

Mr. Sbardella stated that Joey DaSilva wanted to thank the Board and staff for their support at the recent passing of his mother.

Lastly, Mr. Sbardella reminded the Board that our November Board meeting date needs to be changed due to Veteran’s Day falling on the second Monday of the month. After a brief discussion, it was agreed that **Monday, November 18th** would work best for the majority of the Commissioners. Mr. Sbardella will contact Commissioner Burns to let him know of the date change. A reminder e-mail will be sent to all involved at the end 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 Change Order No. 1 for the Roof Replacement at George E. Riley Plaza, Mass. 6-17.

Change Order No. 1 is a CREDIT of \$2,800.00 to the Contract due to no deteriorated plywood roof sheathing encountered during the work; therefore, the unit price allowances of \$2,800.00 were not used.

Approval was recommended.

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

RESOLUTION NO. 89

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

That Change Order No. 1, for the Roof Replacement at George E. Riley Plaza, Mass. 6-17, decreasing the Contract amount by \$2,800.00 (due to no deteriorated plywood roof sheathing encountered during work; therefore, the unit price allowances of \$2,800.00 were not used), is approved.

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:

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

The Chairman thereupon declared said motion carried and said resolution adopted.
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The next item on the agenda was the Certificate of Completion-Consolidated for the Roof Replacement at George E. Riley Plaza, Mass. 6-17.

The General Contractor, WPI Construction, Inc., completed all work items. The final contract amount was \$150,200.00.

Approval was recommended.

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

RESOLUTION NO. 90

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 WPI Construction, Inc., be approved; and designating and authorizing the Chairman to execute said Certificate of Completion-Consolidated.

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 Medeiros Chairman Long	None	Commissioner Burns

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

The next item was Change Order No. 2 for the Boiler & Domestic Water Heater Replacement project at George H. Cottell Heights, Mass. 6-10

Change Order No. 2 was an increase of \$39,634.01 to the contract for the revised piping modifications requested for the domestic hot water system, for the insulation of the existing buffer tank, and the relocation of the new expansion tanks. There was no change to the contract time.

Approval was recommended.

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

RESOLUTION NO. 91

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

That Change Order No. 2 for the Boiler & Domestic Water Heater Replacement project at George H. Cottell Heights, Mass. 6-10, increasing the Contract amount by \$39,634.01 for the revised piping modifications requested for the domestic hot water system, for the insulation of the existing buffer tank, and the relocation of the new expansion tanks, is approved.

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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 Underhill Chairman Long	None	Commissioner Burns

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

The last item was Permission to Advertise for Bids for Indefinite Quantity/Delivery Services at all Federally-Aided developments.

Approval was recommended.

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

RESOLUTION NO. 92

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

That Permission to Advertise for Bids for Indefinite Quantity/
Delivery Services at all Federally-Aided developments is approved.

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:

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

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

PROCUREMENT

The first item was the Voice Over IP (VOIP) System Management Services.

Mr. McCoy advised that eight (8) companies responded to a recent solicitation for Voice Over IP System Management Services, as follows:

COMPANY NAME	TECHNICAL PROPOSAL RATING	PRICE PROPOSAL
MTSI	Highly Advantageous	\$112,923.20
T-Mobile	Not Advantageous	\$152,875.00
Forerunner Technologies	Advantageous	\$126,152.40
Vertical Communications	Advantageous	\$76,277.50
Partners Technology	Advantageous	\$179,936.00
Granite Telecommunications	Advantageous	\$140,463.40

Two proposals were rejected as non-responsive

The evaluation committee determined that MTSI, 132 Alden Road, Fairhaven, MA was the most advantageous proposer.

Based on the proposal's Highly Advantageous ranking, exceptional references, solid technical proposal, competitive and reasonable price and debarment due diligence, it was recommended that a five (5) year contract be awarded to MTSI, in the amount of \$112,923.20. The FRHA reserves the right to award two (2) one-year options to renew, with the Authority having sole discretion to award any option to renew.

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

RESOLUTION NO. 93

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

That permission to award a five (5) year contract to MTSI, for VOIP System Management Services, in the amount of \$112,923.20 (with two (2) one-year options to renew, at the sole discretion of the FRHA), is approved.

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

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

The next item was Grass Cutting Services. It was recommended that the final one (1) year option to renew for grass cutting services to awarded to Paul Nunes & Sons, in an amount of \$105,000.00.

Approval was recommended.

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

RESOLUTION NO. 94

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

That permission to award the final one (1) year option to renew for grass cutting services to Paul Nunes & Sons, in an amount of \$105,000.00, is approved.

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:

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

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

The last item was the Management and Implementation of the Integrated Web-Based Software.

Mr. McCoy advised that two companies responded to a recent solicitation for Integrated Web-Based Software, as follows:

<u>COMPANY NAME</u>	<u>TECHNICAL PROPOSAL RATING</u>	<u>PRICE PROPOSAL</u>
Management Computer Services, Inc. Ignatius	Highly Advantageous Rejected—Unresponsive	\$66,790.00 per year

Mr. McCoy advised that the technical evaluations revealed the most advantageous proposer to be Management Computer Services, Inc, 810 Monitor Street, P.O. Box 523, Sparta, WI 54656. Management Computer Services, Inc. has been offering onsite software services to housing authorities throughout the nation since 2003. The FRHA partnered with MCS in December 2021 for the Integration of Web-Based software systems, and the result was a successful transition from the older HAB operating systems.

Based on the proposal's degree of the highest quality, their effective comparative responses and due diligence, it was recommended that a five (5) year contract be awarded to Management Computer Services, Inc., in the amount of \$333,950.00. The FRHA reserves the right to award two (2) separate one-year options to renew, with the Authority having sole discretion to award any option to renew.

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

RESOLUTION NO. 95

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

That permission to award a five (5) year contract to Management Computer Services, Inc., in the amount of \$333,950.00, (with two (2) separate one-year options to renew, at the sole discretion of the FRHA), 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 Bentley Chairman Long	None	Commissioner Burns

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

MISCELLANEOUS

The sole item was the updated HUD Section 8 Payment Standards, effective on January 1, 2025.

NO. OF BEDROOMS	PUBLISHED FMR	PAYMENT STANDARD
0	\$1,233	\$1,356
1	\$1,319	\$1,451
2	\$1,614	\$1,775
3	\$1,945	\$2,140
4	\$2,359	\$2,595

PLEASE NOTE: THE ABOVE PUBLISHED FMR(S) INCLUDE ALL UTILITIES

For our HCV program (Section 8 vouchers), determination of rents paid to landlords is based upon HUD published Fair Market Rents (FMR's) in each housing authority's locality. Here, the City of Fall River is included in the Providence and Warwick, Rhode Island locality (statistical area).

Additionally, for housing authorities experiencing higher rental rates than published FMR's, HUD permits housing authorities to increase payment standards up to 110% of these published rates. This helps voucher holders find and/or keep suitable housing.

In Fall River, as all over the country, Section 8 voucher holders are struggling to find and/or keep affordable apartments due to increasing private rents, as well as a shortage of available housing. Last year, the FRHA payment standards were set at 107% of the published FMRs to assist our voucher holders.

On August 14, 2024, HUD published the FY2025 FMR's. The FMR's for the statistical area have decreased. Therefore, the payment standards will be set at \$110% of the published FMR to assist our voucher holders. This new payment standard will be effective on **January 1, 2025**. (Although not necessary, this rate has been reviewed and concurred with HUD.)

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

RESOLUTION NO. 96

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

That the new Housing Choice Voucher Program/Section 8 Payment Standards, effective on January 1, 2025, as listed above, are approved.

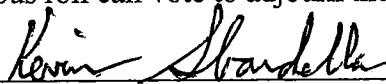
Commissioner Underhill moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Bentley, and the "Ayes" and "Nays" were as follows:

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

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

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



Kevin Sbardella, Secretary