

MINUTES OF THE REGULAR MEETING
OF THE FALL RIVER HOUSING AUTHORITY
HELD ON MONDAY, MAY 12, 2025

The members of the Fall River Housing Authority met in Regular Session on Monday, May 12, 2025 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 Regular Meeting of the members of the Fall River Housing Authority will be held at 4:30 p.m., on Monday, May 12, 2025, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY

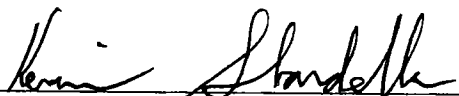

Secretary

Dated: May 7, 2025

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 May 7, 2025, 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 May, 2025.


Secretary

Regular Meeting of 5/12/25

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 moved onto the remainder of the Agenda.

MINUTES OF PREVIOUS MEETING

As copies of the minutes of the Regular Meeting held on April 10, 2025 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 Medeiros seconded the motion. It being brought to a vote, the minutes were unanimously accepted.

BILLS AND COMMUNICATIONS

Vouchers: The Secretary presented the April, 2025 vouchers as follows:

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	167013-168073	\$2,338,630.28
	207521-207542	\$26,145.62
	103876-103909	\$51,121.00
DD Liberty Utilities	----	----
DD National Grid	----	----
FSS Escrows	0	\$26,183.00
FEDERAL FUND	118174-118276	\$333,104.51
DD NRG	10034-10040	\$43,965.54
DD National Grid	----	----
PH FSS Escrows	0	\$8,246.00
REVOLVING FUND	79703-79877	\$972,061.84
DD National Grid	323 & 324	\$144,480.83
DD Liberty Utilities	10041-10043	\$36,455.81
STATE FUND	9072-9086	\$44,008.15
DD NRG	-----	-----
200-C MOD	1914-1917	\$16,083.00
	TOTAL	\$4,040,485.58

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

FEDERAL FUND	\$645,588.74
REVOLVING FUND	\$137,586.54
STATE FUND	\$95,998.84
200-C MOD	-----
TOTAL	\$879,174.12

A motion was made by Commissioner Medeiros, seconded by Commissioner Bentley, and carried by unanimous vote to pay the vouchers for the month of April, 2025.

Communications: None

REPORT OF THE SECRETARY

As part of the Management Reports, the federal application information, as of April 30, 2025, is as follows:

Family.....	4444
Elderly.....	1173
Mixed Population.....	1705

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 State Quarterly Modernization report for the period ending March 31, 2025. A motion was made by Commissioner Medeiros, seconded by Commissioner Underhill, 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 one (1) Maintenance Custodian was recently hired, and one (1) Clerk Interviewer recently resigned.

The FRHA was recognized at the Diman Co-Op Program’s first signing day event as we will be hiring two (2) of their co-op graduating students for full-time employment—one (1) from the Plumbing Program and one (1) from the Business Program. This will be a win-win for both Diman and the FRHA.

Under Finance, Mr. Sbardella advised that the Director of Finance has been preparing all of the FY25 financials for our annual unaudited submission to HUD by May 31, 2025 due date.

Under Management, Mr. Sbardella advised that he met with the Executive Director from the Somerset/Swansea/Acushnet Housing Authority regarding management agreements for the FRHA to oversee six (5) federal sites in Swansea and oversee maintenance for both Somerset and Swansea. More information will be provided at the June Board meeting, and if agreed to, a Board vote will be required and Management Agreements will be prepared for signatures.

Under Resident Services, Mr. Sbardella advised that the FRHA will once again be contributing \$3,300.00 to Greater Fall River Re-Creation to pay for the local musicians’ band union for eleven (11) concerts at our elderly sites over the summer.

The Breakfast & Serve with the Fall River Police Department (FRPD) are continuing throughout this month at our elderly sites. They have been very well attended and enjoyed by the residents.

Mr. Sbardella advised that he recently met with the Executive Director from Samaritans Southcoast to collaborate on a pilot program to provide suicide prevention and emotional support to our elderly and disabled population for a six (6) month period. The Fall River Housing Authority will assist with the costs by providing \$16,000.00. The Fall River Housing Authority does a lot more than provide apartments and collect rents—there are numerous programs for both our elderly/disabled and families, and we are proud that we are able to provide crucial services to our residents.

Under Miscellaneous, Mr. Sbardella thanked Representative Silvia for procuring a \$65,000.00 grant which will allow the FRHA to purchase bingo machines, Wi-Fi service, furniture, benches, etc. for several of our elderly sites. Also, Mr. Sbardella thanked Senator Rodrigues and Representative Ouelette for the \$3,000.00 for our residents at Barresi Heights.

Lastly, Mr. Sbardella recognized two people who provided crucial first aid to an injured person on the Cottell Heights property a few months back—Scott Ferreira and Clarissa Amorin Borges (granddaughter of a Cottell resident). Their actions helped to save the injured person's life, and everyone from the FRHA is very thankful for their assistance.

On behalf of the Board of Commissioners, Chairman Long also thanked Mr. Ferreira and Ms. Borges for their selfless intervention.

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 Amendment #14 to the Contract for Financial Assistance (CFA) 5001 between EOHLC and the Fall River Housing Authority, in the amount of \$853,726.12. This Amendment funds the following and extends the Contract dates of service from June 30, 2027 to June 30, 2028:

1. H&S Award
2. #095192—Replace failing gas lines, Ph. 2024 at Maple Gardens—200-2 (Master Meter Award
3. Formula Funding award FY2028
4. Aging in Place Award

Approval was recommended, pending approval by EOHLC.

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

RESOLUTION NO. 32

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

That EOHLC Amendment #14 to the Contract for Financial Assistance (CFA) 5001, in the amount of \$853,726.12, extending the Contract dates of service from June 30, 2027 to June 30, 2028 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 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

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

The next item was the Certificate of Substantial Completion for the Boiler Replacement Project at George E. Riley Plaza, Mass. 6-17.

The General Contractor, Glionna Plumbing & Heating Services, Inc., substantially completed the work on April 5, 2025. Approval was recommended.

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

RESOLUTION NO. 33

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

That the Certificate of Substantial Completion for the Boiler Replacement Project at George E. Riley Plaza, Mass. 6-17 be approved and designating and authorizing the Chairman to execute said Certificate of Substantial Completion..

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 last item was the Contract Award for the HUD Fire Alarm System Replacement at Father Vincent Diaferio Village, Mass. 6-3 (funded through the Safety & Security Grant).

Four (4) bids were received and opened on May 1, 2025, as follows:

COMPANY NAME	CONTRACT AMOUNT
Laracy Electrical Contractors, Inc. P.O. box 307 Walpole, MA	\$68,300.00

American Service Company 35 Hanna St. Quincy, MA	\$72,000.00
M-V Electrical Contractors, Inc. 10 Conduit St. Acushnet, MA	\$72,900.00
Sparks Company, Inc. 15 Simmons Road Little Compton, RI	\$98,195.00

The project scope of work consists of the replacement of the existing fire alarm system.

Following a review of the bids, it was recommended that the Contract be awarded to the low bidder, Laracy Electrical Contractors, Inc., in the amount of \$68,300.00.

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

RESOLUTION NO. 34

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

That permission to award a Contract for the replacement of the existing fire alarm system at Father Vincent Diaferio Village, Mass. 6-3 (funded through the Safety & Security Grant), to the low bidder, Laracy Electrical Contractors, Inc., in the amount of \$68,300.00, is approved.

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

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

MISCELLANEOUS

The first item was the CCTV Technician Position job description and posting. Mr. Sbardella advised that over the past few years, the Authority has increased the number of cameras at our sites to assist with the safety of the residents and staff. We have had an outside vendor taking care of the cameras for a number of years, but as additional cameras are added, it makes more sense to have a full-time staff person on board. Our long-term goal is for the FRHA to be linked into the Fall River Police Department (FRPD) so our Community officers can have access to the recordings from our cameras at the police station. Approval was recommended.

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

RESOLUTION NO. 35

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

That the CCTV Technician job description and permission to
post the position 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 Bentley Commissioner Medeiros Commissioner Underhill Chairman Long	None	Commissioner Burns

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

The next item was the Board Member Stipend Adjustment. Mr. Sbardella researched
what the current trends are in Massachusetts for Board stipends and found that the larger housing
authorities pay more than what the FRHA Board members receive, and, as such, it has been
determined that an annual COCC contribution increase of \$100.00 per member, per month, is
reasonable.

Approval was recommended.

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

RESOLUTION NO. 36

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

That permission to increase the Board member stipend by
\$100 per month, per member, 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.

The next item was the FY2025 Lead-Based Paint Certificate of Compliance, executed by
each Commissioner and the Executive Director. The Certificate of Compliance will be part of
the Authority’s 5-Year CIP submission to EOHLA.

A motion was made by Commissioner Medeiros, seconded by Commissioner Bentley, and carried by unanimous vote to approve the Lead-Based Paint Certificate for submission to EOHLC.

The last item was the EOHLC Wage Match Certification for State Housing Program Tenants for FY2025, 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 FY2025, 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 FY2025. It was requested that the Board authorize the Chairperson and Mr. Sbardella to sign said certification.

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

RESOLUTION NO. 37

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


That the EOHLC Wage Match Certification for FY2025,
executed by the Chairperson and Executive Director, 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 Medeiros Chairman Long	None	Commissioner Burns

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

At 5:08 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