

MINUTES OF THE REGULAR MEETING
OF THE FALL RIVER HOUSING AUTHORITY
HELD ON MONDAY, JULY 14, 2025

The members of the Fall River Housing Authority met in Regular Session on Monday, July 14, 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
John Medeiros

ABSENT


Jason Burns (arrived at 4:42 p.m.)
Jo Ann Bentley (arrived at 4:38 p.m.)

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 14, 2025, at 85 Morgan Street, in the City of Fall River, Massachusetts.

FALL RIVER HOUSING AUTHORITY


Secretary

Dated: July 9, 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 July 9, 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 14th day of July, 2025.


Secretary

Regular Meeting of 7/14/25

CITIZEN INPUT

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

MINUTES OF PREVIOUS MEETING

As copies of the minutes of the Postponed Regular Meeting held on June 16, 2025 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 Underhill seconded the motion. It being brought to a vote, the minutes were unanimously accepted.

BILLS AND COMMUNICATIONS

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

<u>Projects</u>	<u>Check Nos.</u>	<u>Amounts</u>
SECTION 8 VOUCHER	169141-170182	\$2,332,618.96
	207569-207596	\$38,885.62
	103946-103980	\$53,728.00
DD Liberty Utilities	----	----
DD National Grid	----	----
FSS Escrows	0	\$26,278.00
FEDERAL FUND	118366-118450	\$694,047.85
DD NRG	10049-10051	\$90,293.52
DD National Grid	326	\$12,095.04
PH FSS Escrows	0	\$7,989.00
REVOLVING FUND	80066-802290	\$1,886,794.60
DD National Grid	----	----
DD Liberty Utilities	10051 & 10062	\$16,539.30
DD NRG	----	----
FSS Escrows	----	----
STATE FUND	9092-9102	\$6,509.52
DD NRG	10050	\$5,662.62
DD National Grid	325 & 327	\$17,606.01
200-C MOD	1921-1922	\$1,116.56
	TOTAL	\$5,190,164.60

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

FEDERAL FUND	\$212,496.37
REVOLVING FUND	\$8,729.32
STATE FUND	\$48,124.06
200-C MOD	-----
TOTAL	\$269,349.75

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

Communications: None

REPORT OF THE SECRETARY

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

Family.....	4426
Elderly.....	1094
Mixed Population.....	1673

After a brief discussion, a motion was made by Commissioner Medeiros, seconded by Commissioner Bentley, 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 May 31, 2025. 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.

UPDATE FROM EXECUTIVE DIRECTOR

Under Human Resources, Mr. Sbardella advised that a Truck Driver was hired to replace the Truck Driver who recently retired. In addition, a CCTV Technician was also hired.

Under the Housing Choice Voucher (HCV) Program (Section 8), Mr. Sbardella advised that the Authority again received a SEMAP (Section 8 Management Assessment Program) score of 97%, designating the FRHA as a “High Performer”. Mr. Sbardella acknowledged Kerry Farias, Director of Leased Housing, and her team for continuing to do a tremendous job administering the HCV Program.

Under Resident Services, Mr. Sbardella advised that the Summer Cook Outs have started at our elderly sites, and Movie Nights begin this evening at our family developments. In addition, a Community Fair will be held on Thursday at Sunset Hill.

Under Miscellaneous, Mr. Sbardella advised that regarding some resident concerns at Chor-Bishop Eid Apartments, an in-house investigation has concluded, and the results will be discussed at a resident meeting scheduled for next week at that site.

Lastly, Mr. Sbardella announced that he will be away on August 11th, the scheduled date of our August board meeting, and advised the Commissioners they can conduct the meeting in his absence on the 11th, reschedule it to Thursday, August 14th or the following Monday, August 18th. After a brief discussion, it was decided that Monday August 18th would work best for all involved. Mr. Sbardella’s report was for information only and no vote was required.

On behalf of the Board, Chairman Long welcomed Commissioner Jason Burns back following an extended medical absence. In addition, Chairman Long asked for a moment of silence for the victims of the fire at Gabriel House, especially for those who perished.

NEW BUSINESS

MODERNIZATION--There were no Modernization items on this month’s agenda.

PROCUREMENT

The first item was a three (3) year contract for the Cleaning & Preparation of Vacant Units.

One (1) vendor responded to a recent solicitation for the Cleaning & Preparation of Vacant Units, as follows:

COMPANY NAME	CONTRACT AMOUNT
Lidia’s Cleaning Service	\$103,100.00

The lone vendor submitted a responsive and responsible qualified low bid in the amount of \$103,100.00. This is an indefinite quantities contract for services. This vendor has contracted with us in the past and performed emergency cleaning services during the COVID-19 pandemic sanitation protocols. A search of the state debarment list yielded no issues.

Based on their low bid and past satisfactory service, it was recommended that a three (3) year contract (with an additional one (1) year contract renewal, at the sole discretion of the FRHA), be awarded to Lidia’s Cleaning Service, in an amount not to exceed \$103,100.00.

Approval was recommended.

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

RESOLUTION NO. 54

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

That permission to award a three (3) contract (with an additional one (1) year contract renewal, at the sole discretion of the FRHA) for the Cleaning & Preparation of Vacant Units to the lone bidder, Lidia’s Cleaning Service, in an amount not to exceed \$103,100.00, 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.
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The next item was a six (6) month contract for the Purchase of Plumbing Fixtures.

Three (3) companies responded to the recent solicitation for the Purchase of Plumbing Fixtures, as follows:

COMPANY NAME	CONTRACT AMOUNT
Winsupply of 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 local vendor submitted responsive and responsible price quotes for thirty-three (33) 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 six (6) month contract be awarded to each of the above-listed companies, in an amount not to exceed \$50,000.00 each.

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

RESOLUTION NO. 55

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

That permission to award a six (6) month contract for the Purchase of Plumbing Fixtures to the three (3) responsive and responsible vendors—Winsupply of Fall River, Plumbers Supply and Supply New England, in an amount not to exceed \$50,000.00 each, 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 Commissioner Underhill Chairman Long	None	

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

The last item was a six (6) month contract for Electrical Inventory Supplies.

One (1) company responded to the recent request for sealed quotes for Electrical Inventory Supplies, as follows:

COMPANY NAME	CONTRACT AMOUNT
Electrical Wholesalers, Inc.	Not to exceed \$50,000.00

The lone vendor submitted responsive and responsible price quotes for eight (8) items, and they have provided quality electrical inventory supplies and services to the FRHA during prior contractual agreements and transactions.

Based on this information, it was recommended that a six (6) month contract be awarded to Electrical Wholesalers, Inc., in an amount not to exceed \$50,000.00.

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

RESOLUTION NO. 56

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

That permission to award a six (6) month contract for the purchase of Electrical Inventory Supplies to the lone bidder, Electrical Wholesalers, Inc., in an amount not to exceed \$50,000.00, 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 Medeiros Commissioner Underhill Chairman Long	None	

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

MISCELLANEOUS --There were no Miscellaneous items on this month’s agenda.

Prior to the adjournment of the meeting, Chairman Long also recognized the staff in the HCV Program (Section 8) for a job well done regarding their recent SEMAP score of 97%.

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



Kevin Sbardella, Secretary