

**MINUTES**  
**Regular Meeting**  
**Framingham Housing Authority**  
**July 10, 2023**

1. Roll Call: @ 2:21 PM

**Present:**

Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

- a. Regular Meeting held on June 12, 2023.

Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner Merusi, the Minutes of the Regular Meeting of the Board held on June 12, 2023, were approved; the ayes and nays were as follows:

**Ayes**

**Nays**

Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

- b. Special Meeting held on June 28, 2023

Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner Joyce, the Minutes of the Regular Meeting of the Board held on June 28, 2023, were approved as amended; the ayes and nays were as follows:

**Ayes**

**Nays**

Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

3. COMMUNICATION

Commissioner Roberti spoke regarding the Resident Service Director position being open. We admire Ryan, we hope he can continue on and take the position. We work really well with Ryan; he listens and pays attention and is well respected. This comes from the tenants at Hastings.

4. TENANT AND PUBLIC CONCERNS OR COMMENTS

None

5. FINANCIALS

- a. Approval of Bills
- b. Credit Card Statement – had not come in yet
- c. Financial Statement review

Upon roll vote, motion by Commissioner Joyce, seconded by Commissioner Roberti, the bills were approved; the ayes and nays were as follows:

Ayes

Nays

Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

6. REPORT OF THE EXECUTIVE DIRECTOR

Board packet Department monthly reports.  
Work orders, Public housing, Section 8, FSS program and Resident Services information. [Discussion] Inspection updates all property if applicable.

- Work order report in great shape.
- Continue working on bad units, we have a group of 4 young individuals joining us for a month, working 4 hours a day, weeding, raking, cutting bushes, no cost to us, they have been over at the park and rec and will come to us next.
- Working on geothermal.
- Working with utility companies on Carlson Crossing project. We have a new rep from Eversource.
- Working with Kristin on Capital Plan.

Upon roll vote, motion by Commissioner Roberti, seconded by Commissioner Joyce, the Executive Director's report was accepted; the ayes and nays were as follows:

**Ayes**

**Nays**

Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

7. UNFINISHED BUSINESS

8. NEW BUSINESS

- a. Motion to approve Management Service Agreement Amendment between Framingham Housing Authority and Holliston Housing Authority; the parties agree that the original term of the Agreement is extended by 24 months until June 30, 2025 (June 30, 2023, to June 30, 2025).

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Merusi, the motion to approve Management Service Agreement Amendment between Framingham Housing Authority and Holliston Housing Authority has been tabled; the ayes and nays were as follows:

**Ayes**

**Nays**

Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

- b. Motion to approve proposed changes to ACOP (Admissions and Continued Occupancy Policy).

Upon roll call vote, motion by Commissioner Roberti, seconded by Commissioner Joyce, it was voted to approve changes to ACOP (Admissions and Continued Occupancy Policy); the ayes and nays were as follows:

**Ayes**

**Nays**

Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

- c. John J. Brady Drive Waterline Replacement (Federal):  
Seeking board approval to enter into a contract with the low bidder K B Arruda Construction Inc. in the amount of \$68,600.00.  
- Davis bacon Wage rates apply.

Questions were asked and answered.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Roberti, it was voted to approve entering into a contract with the low bidder K B Arruda Construction Inc. in the amount of \$68,600.00 (Davis bacon Wage rates apply); subject to administrative final approval; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Stephen Joyce	
Janet Leombruno, via phone	
Robert L. Merusi	
Roberta Roberti	
Janice M. Rogers	

- d. Memorial Intercom Replacement Change Order #1:  
Seeking board approval on Change Order #1 in the amount of \$2,975.75  
*Work Consisted of: Replacing all intercom wiring from headend room to both the back and front door; due to the poor condition of the wiring.*

Upon roll call vote, motion by Commissioner Roberti, seconded by Commissioner Merusi, it was voted to approve Change Order #1 in the amount of \$2,975.75; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Stephen Joyce	
Janet Leombruno, via phone	
Robert L. Merusi	
Roberta Roberti	
Janice M. Rogers	

- e. Motion to extend the contract with BBE Corporation dba Buckley Elevator for one (1) additional year, as included in the original contract. (The first of two 1-year extensions available as stipulated in the original contract).

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Roberti, it was voted to extend the contract with BBE Corporation dba Buckley Elevator for one (1) additional year, as included in the original contract. (The first of two 1-year extensions available as stipulated in the original contract); the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Stephen Joyce	
Janet Leombruno, via phone	
Robert L. Merusi	
Roberta Roberti	
Janice M. Rogers	

9. **OPERATIONS AND MODERNIZATION DEPARTMENT UPDATES**  
**Maintenance, capital projects Change Orders, Substantial Completion, Final Completion and Application for Payments. Safety, future planning**

Kristin went over her report, 46 Bethany Kitchen Renovation (State Formula Funding), State Capital Plan, RKL DPU Electrification (State ARPA/Target Award), JJB Kitchens Phase 4 (Federal), St. Lo Vinyl fence installation (State ARPA), Arsenal Kitchens (State ARPA) and upcoming Procurements: On-call HVAC Services.

Re: RKL, DPU Electrification award. All the information has been given to Eversource; they have to replace all the transformers. Paul, DHCD wants to see power on the right side, which is our gas side to be ready for electrification in the next 10 years. You would have mini splits in all those units up there and we would come off gas. We know that the electrical services are Federal Pacific, and they have to be changed anyways. DHCD got involved saying ok we are going to change the services but at this time we want to make provisions so this place can go to mini-splits, electric in the next 10 years. Eversource got involved and said these transformers have to be changed, this is direct burial, 1971. There is no pipe, just raw wire in the ground. We took a \$480,000 job and we are now at \$1,000,000.

Eversource said that we own the wire that is in the ground, and we should pay for that to be put in a duct bank and they will pay for the transformers. A complicated project. A long road ahead. Heading for no gas, all electric mini splits. Questions were asked and answered.

This is not related to the geothermal pilot, it's the other side of road. Geothermal pilot is only going halfway up the left had side, 24 units involved. Eversource is saying see how the pilot is for a couple of years and will market it for the Northeast, wants DHCD involved in future. Lawrence, MA is part of the geothermal pilot as well.

10. **ADJOURNMENT** - Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner Joyce, meeting was adjourned at 3:07 pm.

**Ayes**

**Nays**

Stephen Joyce  
Janet Leombruno, via phone  
Robert L. Merusi  
Roberta Roberti  
Janice M. Rogers

Respectfully Submitted



Paul Landers  
Executive Director