

**MINUTES**  
**Regular Meeting**  
**Framingham Housing Authority**  
**January 8, 2024**

1. Roll Call: @ 2:07 PM

**Present:**

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

**Absent:**

Roberta Roberti

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

a. Regular Meeting held on December 11, 2023.

Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner Joyce, the Minutes of the Regular Meeting of the Board held on December 11, 2023; were approved; the ayes and nays were as follows:

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

3. COMMUNICATION

None

4. TENANT AND PUBLIC CONCERNS OR COMMENTS

5. FINANCIALS

- a. Approval of Bills
- b. Credit Card Statement
- c. Financial Statement review

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

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

Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner Joyce, the credit card statement was approved; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Stephen Joyce	
Janet Leombruno, via phone	
Robert L. Merusi	
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.

Paul,

- Snowstorm yesterday, Steve and the guys did a great job.
- Geothermal would like to start on the 19<sup>th</sup> on John J. Brady Drive, electrical portions in unit. Meeting on Thursday to kick that off.
- The State funded us for a new Maintenance Facility, where the current one is at 26 Arsenal Road. It would have facilities, capital, training room, a real locker room. Design was shown from architect. Civil teams will be involved on parcel of land. This was in our capital fund from a couple years ago. State and federal funds. Community Center would return to where Modernization is now. Years ago, Arsenal Road had a community center there and will get it back. Police Liaison would stay where is. Looking at another year and half to get the financing, 3 years to get it done. Hastings's garage was discussed. Our men did the garage at Hastings, from local other.
- Empties, turnovers. We are in good shape, it's the CHAMP process that is long and holding up leasing all. And some deny the units after seeing them.

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

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

7. UNFINISHED BUSINESS

8. NEW BUSINESS

a. Motion to approve entering into a one (1) year contract with Stumpy's Tree Service for as-needed tree service at the rates shown in the Quote results, not to exceed \$50,000.00, with an option to renew for one (1) additional year at the full discretion of the FHA.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Joyce, it was voted to approve entering into a one (1) year contract with Stumpy's Tree Service for as-needed tree service at the rates shown in the Quote results, not to exceed \$50,000.00, with an option to renew for one (1) additional year at the full discretion of the FHA; the ayes and nays were as follows:

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

b. Motion to approve extending the contract with Mike Trayers Painting for on-call painting services for a 1 (one) year period, as stipulated in the original contract.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Leombruno, it was voted to approve entering the contract with Mike Trayers Painting for on-call painting services for a 1 (one) year period, 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	
Janice M. Rogers	

c. Motion to approve entering into a two (2) year contract with Classic Refinishing Co. for as-needed bathtub and kitchen counter refinishing services, at the rates quoted.

Commissioner Joyce, when people are providing prevailing wage reporting, especially for carpentry, what we are finding is people paying zone 3 (new wood frame rate). Are you having a discussion with them that they are doing remodel work and what rate applies? If something is built and its new construction, wood frame is a lower rate, they are on the schedules that come out from DLS. People are just picking the lower rate, not following what the work actually is. Example, if you look at Carlson Crossing even though that rate is included in DLS's sheet, they can't pay that. They have to pay the full rate to create new units out of the ground and are built out of wood frame or gage medal. Just for clarification. Kristin, I will look into this, thank you for the information.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Joyce, it was voted to approve entering into a two (2) year contract with Classic Refinishing Co. for as-needed bathtub and kitchen counter refinishing services, at the rates quoted; the ayes and nays were as follows:

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

d. Motion to approve entering into a contract in the amount of \$120,000.00 (base bid only) with the low bidder Alpha Contracting Associates Inc. for common area hallway updates on Arsenal Road, project# 100269.

*Note: Encore Contracting Services, Inc's bid was rejected by the EOHLC for failure to list a relevant project on their DCAMM Update Statement.*

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Merusi, it was voted to approve entering into a contract in the amount of \$120,000.00 (base bid only) with the low bidder Alpha Contracting Associates Inc. for common area hallway updates on Arsenal Road, project# 100269; the ayes and nays were as follows:

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

e. Motion to approve the final completion of the John J. Brady Drive Kitchen Renovation project (phase IV) at a final cost of \$226,330.19.

Tabled – waiting on paperwork.

f. Motion to approve the Substantial Completion of Installation of Vinyl Fence Project on St. Lo Project #100265.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Joyce, The Substantial Completion of Installation of Vinyl Fence Project on St. Lo Project #100265 was approved; the ayes and nays were as follows:

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

g. Motion to approve the final Completion of the Installation of Vinyl Fence Project on St Lo. Project # 100265.  
Final cost \$48,755.00

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Leombruno, it was voted to approve the Final Completion of the Installation of Vinyl Fence Project on St Lo. Project # 100265; the ayes and nays were as follows:

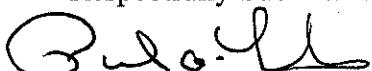
<u>Ayes</u>	<u>Nays</u>
Stephen Joyce	
Janet Leombruno, via phone	
Robert L. Merusi	
Janice M. Rogers	

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: Kitchen Renovations Arsenal Road Project # 100266 (State ARPA), Waterlines John J. Brady Drive (Federal), John J. Brady Drive Pavement Improvement Project (Federal), Maintenance Building Renovation Study Project # 100267 (ARPA State), and Fire Alarm System Upgrade Project#100263 (ARPA Targeted Award).

10. **ADJOURNMENT** - Upon roll call vote by Commissioner Leombruno, seconded by Commissioner Merusi, meeting was adjourned @ 2:42 PM.

Respectfully Submitted



Paul Landers  
Executive Director