

MINUTES
Regular Meeting
Framingham Housing Authority
September 11, 2024

1. Roll Call: @ 2:05 PM

Present:

Robert F. Downing

Stephen Joyce

Roberta Roberti

Janice M. Rogers

Absent:

Robert L. Merusi

2. ELECTION OF OFFICERS:

Chair

Vice Chair

Treasurer

Assistant Treasurer

Member

Upon vote, motion by Commissioner Joyce, seconded by Commissioner Roberti, it was voted to nominate Janice M. Rogers, Chair of the board; the ayes and nays were as follows:

Ayes
4

Nays
0

Upon vote, motion by Commissioner Roberti, seconded by Commissioner Downing, it was voted to nominate Stephen Joyce, Vice Chairman of the board; the ayes and nays were as follows:

Ayes
4

Nays
0

Upon vote, motion by Commissioner Joyce, seconded by Commissioner Roberti, it was voted to nominate Robert L. Merusi, Treasurer of the board; the ayes and nays were as follows:

Ayes
4

Nays
0

Upon vote, motion by Commissioner Roberti, seconded by Commissioner Joyce, it was voted to nominate Robert F. Downing, Assistant Treasurer of the board; the ayes and nays were as follows:

Ayes
4

Nays
0

Upon vote, motion by Commissioner Joyce, seconded by Commissioner Downing, it was voted to nominate Roberta Roberti, Member of the board; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
4	0

Chair, Janice Rogers spoke, Suzanne Garcia is here and I would like to recognize Suanne. The board has a letter to give you, saying, “on behalf of the Framingham Housing Authority board of commissioners we want to express our gratitude for your quick thinking in administering CPR when one of our residents suffered a medical emergency, your actions impacted not only the individual in need but all of us in the FHA Community. Congratulations on a job well done”. With gratitude, the Framingham Housing Authority Board of Commissioners. They all clapped for Suzanne. The board thanked her and said great work. Suzanne, thank you!

3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

- a. Regular Meeting held on August 12, 2024.

Upon vote, motion by Commissioner Joyce, seconded by Commissioner Roberti, the Minutes of the Regular Meeting of the Board held on August 12, 2024; were approved; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
4	0

Discussion on the board packets. Commissioner Joyce would like a scanned copy of the packet and does not need it delivered; the scan will suffice. No other member stated they want a scan copy.

4. COMMUNICATION

- a. Columbus Day is Monday, October 14th, the board meeting in October will be Tuesday, October 15.

5. TENANT AND PUBLIC CONCERNS OR COMMENTS

None

6. FINANCIALS

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

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

<u>Ayes</u>	<u>Nays</u>
5	0

Upon vote, motion by Commissioner Joyce, seconded by Commissioner Roberti, the Credit Card Statement was approved; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
5	0

7. 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,

Update on Geothermal. We have to shut down buildings for the day, we are going to go on generator power starting at RKL, Bldg. 1. 12 units will be offline for 9 hours. Lot of coordination. Brady drive will have heat by Friday.

The line is flowing on Brady Drive, there were 6 units affected by a problem with a valve an issue that has been corrected. Brady drive will have heat by Friday. RKL, as each building gets repowered tomorrow, they go on electric heat. They went out and bought portable heaters to provide heat for people. I don't think they are where they wanted to be, yet we are working with them. They did paving last week, they want to put concrete at top of driveways here next week.

We have had emergency meetings with them one after the other. It's been a challenging project to watch.

Involved are 22 houses, the fire station, the school and two retail establishments. Ours and the fire department is vital.

Also, 2 projects about 2.5 million, one is out to bid right now, fire alarm project and electrification of RKL, the right side. A new service in each unit going from gas to electrical stoves.

I, Kristina and Bill went before the local disability commission last week, we put a presentation together, they loved it, we received a letter of support. Helen is putting the application together.

We are doing another wave of inspections.

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

Ayes
4

Nays
0

8. UNFINISHED BUSINESS

9. NEW BUSINESS

- a. Motion to approve the 2025 State Annual Plan.

Kristin and Bill did this plan.

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Roberti, it was voted to approve the 2025 State Annual Plan; the ayes and nays were as follows:

Ayes
Robert Downing
Stephen Joyce
Roberta Roberti
Janice M. Rogers

Nays

- b. Review of draft 2025 federal plan (vote in October)

Helen, mostly updates, some policy changes & regulation changes for HARPA

- c. Motion to approve the certificate of final completion for the Arsenal Road Hallway project at a final cost of \$120,000.00.

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Roberti, it was voted to approve the certificate of final completion for the Arsenal Road Hallway project at a final cost of \$120,000.00; the ayes and nays were as follows:

Ayes
Robert Downing
Stephen Joyce
Roberta Roberti
Janice M. Rogers

Nays

- d. Motion to approve the certificate of final completion for the waterline project on John J. Brady Drive at a final cost of \$68,600.00.

Upon roll call vote, motion by Commissioner Roberti, seconded by Commissioner Joyce, it was voted to approve the final completion for the waterline project on John J. Brady Drive at a final cost of \$68,600.00; the ayes and nays were as follows:

Ayes
Robert Downing
Stephen Joyce
Roberta Roberti
Janice M. Rogers

Nays

- e. Motion to extend the contract with All About Air, Inc. for On-Call HVAC Services for one (1) additional year, as stipulated in the original contract.

Upon roll call vote, motion by Commissioner Roberti, seconded by Commissioner Downing, it was voted to approve the contract with All About Air, Inc. for On-Call HVAC Services for one (1) additional year, as stipulated in the original contract; the ayes and nays were as follows:

Ayes
Robert Downing
Stephen Joyce
Roberta Roberti
Janice M. Rogers

Nays

- f. Motion to enter into a one (1) year contract with Scott Parker Construction for On-Call Carpentry Services at the rates quoted, with an option to extend for one (1) additional year, at the full discretion of the FHA.

Paul, Scott Parker is our on-call. In the last month or so we advance one Maintenance Mechanic who is now our Maintenance Carpenter. We will still have Scott Parker as our back-up. Anthony Nourse has advanced up for our in-house carpenter.

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Roberti, it was voted to approve entering into a one (1) year contract with Scott Parker Construction for On-Call Carpentry Services at the rates quoted, with an option to extend for one (1) additional year, at the full discretion of the FHA; the ayes and nays were as follows:

Ayes
Robert Downing
Stephen Joyce
Roberta Roberti
Janice M. Rogers

Nays

Paul, Officer Zack Devlin is here with us today, he is filling in as our police liaison, he did provide the police log in your board packet

Commissioner Roberti, I really appreciate the comments you put in the police report. Officer Devlin, there are some things I can't share, I tried to put as much as I can into it.

Commissioner Downing, we had discussed a cover sheet highlighting. Yes, we usually do provide this each month and will moving forward.

Paul, at Memorial House we have had a problem with homeless getting in. We tried a police detail there and it seems to be working. A few nights we had some activity at Arsenal Road, a police detail for that too. Word is getting out, so seems to be working. Zack, I have been working with Helen and filling out no trespass orders for individuals that we know have no business being on the property and have been working with Steve Doucette to getting some additional no trespassing signs posted.

We are working on a new MOU with the Police Dept. talked to Chief Riley we are going to try to have a meeting.

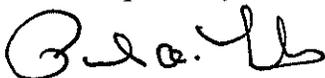
Commissioner Downing, we appreciate your efforts Zack, you're doing a great job.

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

Paul went over Kristin report: John J. Brady Drive Kitchens Phase V (Federal), Rose Kennedy Lane Federal Pacific Panel Replacement and Master Meter Compliance (ARPA Target Award State), Common Entry Replacement Rose Kennedy Lane Project #100279 (state), Milling and Paving of John J. Brady Drive (federal) and Fire Alarm and Fire Protection Upgrades (project #1000263)

11. ADJOURNMENT - Upon vote. motion by Commissioner Joyce, seconded by Commissioner Roberti, meeting was adjourned @ 2:50 PM.

Respectfully Submitted



Paul Landers
Executive Director