

**MINUTES**  
**Regular Meeting**  
**Framingham Housing Authority**  
**July 21, 2025**

1. Chairman called the meeting to order at 2:01 PM

Present:

Robert F. Downing  
Stephen Joyce  
Deborah Lakin  
Robert L. Merusi  
Janice M. Rogers

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

- a. Regular Meeting held on June 9, 2025

Upon vote, motion by Commissioner Joyce, seconded by Commissioner Merusi, the Minutes of the Regular Meeting of the Board held on June 9, 2025, were approved; the ayes and nays were as follows:

Ayes  
5

Nays  
0

3. COMMUNICATION

Paul introduced new employees:

- Jillisa Coutard, Section 8 Certification Clerk
- Joeline Rivera, Public Housing Tenant Selector
- Regina Souza, Public Housing Property Manager and
- Alex Vega is with us for the summer working at the front desk.

We are fortunate to have these new employees; every one of them compliment the FHA with their experiences and great work ethic.

4. TENANT AND PUBLIC CONCERNS OR COMMENTS

- None

5. FINANCIALS

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

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

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

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Merusi, it was voted to approve the credit card statements; the ayes and nays were as follows:

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

Scott provided a review of financials, we will be receiving \$100,000 additional net metering funds that were due to us in 2024. Eversource had to rebill.

We have our first short fall. HUD had a big employee turnover, many retired.

## 6. REPORT OF THE EXECUTIVE DIRECTOR

Paul provided the following report:

- Site visit from Redstone last week. They toured the Musterfield and Carlson Crossing West. Went over capital projects. They were very impressed with both sites.
- Musterfield Mixing valves, is one project
- 3 more boiler rooms, 6 additional new boilers
- Kudos to Regina for the clean up at Carlson Crossing West, the tenants were very responsive.
- Discussed refinancing of the Musterfield, what that looks like along with discussing a buyout, we have healthy reserves there. The state didn't want to discuss taking it back. Next year we will get 4% back on tax credits.
- Carlson Crossing West: everyone there has a voucher, we manage the vouchers.
- I am pleased to announce we closed last week on Carlson Crossing West. Thank you to Helen and Robert Connoni, it was a big endeavor. It is now behind us.
- Carlson Crossing East. Kate Racer gave me conditional approval. Working on items that are required to make this funding happen.
- Mass Development gave us a commitment for the 26 housing bonds, which we needed, can't have one without the other.
- Hopefully we are on the governor's announcement list for the 3<sup>rd</sup> week in August – in the round of funding.
- Commissioner Joyce asked about Geothermal, how is the cool working out. Paul, it's been fantastic. Heating season was a learning curve. Commissioner Merusi are we the only ones online in this region with Geothermal. Paul, the Fire Department was on recently and the residents are up as well. They love it.
- Commissioner Rogers, Hoops & Homework update. They have moved out, the

little kids were bored so they come 2-3 times a week this summer, they are keeping them busy with field trips, etc.

- Commissioner Merusi: Paul attended a CPC public presentation meeting. Paul came and stayed the entire time; that's the type of thing he does. Paul, thank you!

Upon vote, motion by Commissioner Joyce, seconded by Commissioner Downing, it was voted to accept the Report of the Executive Director; the ayes and nays were as follows:

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

7. UNFINISHED BUSINESS

- None

8. NEW BUSINESS

- a. Motion to approve the electricity supply contract with Tradition Energy for an additional term of 36 months effective December 1, 2026, through November 30, 2029.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Joyce, it was voted to extend the electricity supply contract with Tradition Energy for an additional term of 36 months effective December 1, 2026, through November 30, 2029; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Robert F. Downing	
Stephen Joyce	
Deborah Lakin	
Robert L. Merusi	
Janice M. Rogers	

- b. Motion to approve the natural gas supply contract with Tradition Energy for an additional term of 36 months effective October 31, 2026, through October 30, 2029.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Joyce, it was voted to approve the natural gas supply contract with Tradition Energy for an additional term of 36 months effective October 31, 2026, through October 30, 2029; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Robert F. Downing	
Stephen Joyce	
Deborah Lakin	
Robert L. Merusi	
Janice M. Rogers	

- c. Motion to approve the final completion of the John J. Brady Drive Bathroom Renovation project at a final cost of \$181,500.00. (no change orders).

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Downing, it was voted to approve the final completion of the John J. Brady Drive Bathroom Renovation project at a final cost of \$181,500.00; the ayes and nays were as follows:

Ayes

Robert F. Downing  
Stephen Joyce  
Deborah Lakin  
Robert L. Merusi  
Janice M. Rogers

Nays

- d. Motion to approve entering into a contract with the low bidder, Makeover and Finishes Group, Inc. in the amount of \$65,440.00 for the Arsenal Road Common Area Upgrades Phase 3 project# 100299.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Lakin, it was voted to approve entering into a contract with the low bidder, Makeover and Finishes Group, Inc. in the amount of \$65,440.00 for the Arsenal Road Common Area Upgrades Phase 3 project# 100299; the ayes and nays were as follows:

Ayes

Robert F. Downing  
Stephen Joyce  
Deborah Lakin  
Robert L. Merusi  
Janice M. Rogers

Nays

- e. Motion to approve entering into a contract with Vareika Construction, Inc. in the amount of \$240,700.00 (base bid and both alternates) for the Rose Kennedy Lane Kitchen Renovation Project #100271.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Downing, it was voted to approve entering into a contract Vareika Construction, Inc. in the amount of \$240,700.00 (base bid and both alternates) for the Rose Kennedy Lane Kitchen Renovation Project #100271; the ayes and nays were as follows:

Ayes

Robert F. Downing  
Stephen Joyce  
Deborah Lakin  
Robert L. Merusi  
Janice M. Rogers

Nays

- f. Motion to approve a no cost time extension of 90 days for Pine Ridge Technologies, Inc. due to the lead times for the fire alarm equipment and fire pump for the fire alarm system upgrade project #100263.

Upon roll call vote, motion by Commissioner Merusi, seconded by Commissioner Downing, it was voted to approve a no cost time extension of 90 days for Pine Ridge Technologies, Inc. due to the lead times for the fire alarm equipment and fire pump for the fire alarm system upgrade project #100263; the ayes and nays were as follows:

Ayes

Nays

Robert F. Downing  
Stephen Joyce  
Deborah Lakin  
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**

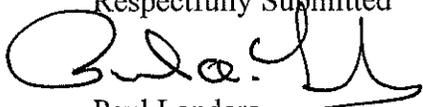
Kristin briefly reviewed the following projects:

- Projects in Construction: Fire Alarm & Fire Protection Upgrades at Everit, Hastings, Memorial, Underwood and Temple. Funding Source: ARPA Target Award State
- Exterior Cleaning and Repairs, Funding Source: Federal capital (CFP24)
- Roof Replacement (St Lo) Funding Source: State Formula Funding
- Trash Corral Replacements Phase 2 (St Lo) Funding Source: State Formula Funding

10. **ADJOURNMENT**

Upon vote, motion by Commissioner Joyce, seconded by Commissioner Lakin, the meeting was adjourned at 2:51 pm.

Respectfully Submitted



Paul Landers  
Executive Director