

MINUTES
Regular Meeting
Framingham Housing Authority
March 10, 2025

1. Roll Call: @ 2:17 PM

Present:

Robert F. Downing, via phone

Stephen Joyce, via phone

Janice M. Rogers

Absent:

Robert L. Merusi

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

- a. Regular Meeting held on February 10, 2025

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Downing, the Minutes of the Regular Meeting of the Board held on February 10, 2025, were approved; the ayes and nays were as follows:

Ayes

Nays

Robert F. Downing, via phone

Stephen Joyce, via phone

Janice M. Rogers

- b. Special Meeting held on February 26, 2025

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Downing, the Minutes of the Special Meeting of the Board held on February 26, 2025, were approved; the ayes and nays were as follows:

Ayes

Nays

Robert F. Downing, via phone

Stephen Joyce, via phone

Janice M. Rogers

3. COMMUNICATION

4. TENANT AND PUBLIC CONCERNS OR COMMENTS

None

5. FINANCIALS

a. Approval of Bills

b. Credit Card Statement

c. Financial Statement review – none presented at this meeting.

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

Ayes

Nays

Robert F. Downing, via phone
Stephen Joyce, via phone
Janice M. Rogers

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

Ayes

Nays

Robert F. Downing, via phone
Stephen Joyce, via phone
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,

- Working on the federal capital plan. The Federal plan is in packet today. As you can see the numbers for our federal capital money will drop significantly once the government shuts us off (the units come off) for Pusan Carlson Road development. It will no longer be a federal project. 5-year forecast: bathrooms, kitchens, large sum for operating, we put everything in it, from architectural, engineering, exterior work, fencing.
- The state was out to look at our empties, they seemed pretty impressed on how our turnovers look. Still looking at numbers on rent-ups, they are coming back in a couple of weeks.
- Fire Alarm project.
- We have some hiring openings.

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

Ayes

Nays

Robert F. Downing, via phone
Stephen Joyce, via phone
Janice M. Rogers

7. UNFINISHED BUSINESS

8. NEW BUSINESS

- a. Motion to approve the 5yr Federal Capital Funds 2024-2028

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Downing, it was voted to approve the 5yr Federal Capital Funds 2024-2028; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Robert Downing, via phone	
Stephen Joyce, via phone	
Janice M. Rogers	

- b. Motion to approve the Substantial Completion for the Rose Kennedy Lane Door Replacement project. All punch list items are complete

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Downing, it was voted to approve the Substantial Completion for the Rose Kennedy Lane Door Replacement project; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Robert Downing, via phone	
Stephen Joyce, via phone	
Janice M. Rogers	

- c. Motion to approve the Final Completion on the Rose Kennedy Lane Exterior Door Replacement project at a final cost of \$254,000.00.

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Downing, it was voted to approve the Final Completion on the Rose Kennedy Lane Exterior Door Replacement project at a final cost of \$254,000.00; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Robert Downing, via phone	
Stephen Joyce, via phone	
Janice M. Rogers	

- d. Motion to extend the On-Call Landscape Maintenance contract with Al's Landscaping Service, Inc., for one (1) additional year, as stipulated in the original contract, at the rates quoted.

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Downing, it was voted to approve the On-Call Landscape Maintenance contract with Al's Landscaping Service, Inc., for one (1) additional year, as stipulated in the original

contract, at the rates quoted, same pricing; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Robert Downing, via phone	
Stephen Joyce, via phone	
Janice M. Rogers	

- e. SEMAP (The Section Eight Management Assessment Program) Certification, Fiscal Year 2024

Helen, the purpose is to assess if the Authority is meeting program goals of decent housing & correct subsidy amounts,. We saw improvement in rent calculations and quality inspections, our score went up from last year from a standard to a high performer.

- f. Motion to approve Flat Rents effective April 1, 2025

Helen, every year we have to review our rent on our public housing side. Families can make decisions if they want to take 30% of their income and pay rent or they can say I am going to pay the flat rent. This is what they are this year.

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Downing, it was voted to approve the Flat Rents effective April 1, 2025; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Robert Downing, via phone	
Stephen Joyce, via phone	
Janice M. Rogers	

- g. Motion to approve Utility Allowances effective April 1, 2025

Upon roll call vote, motion by Commissioner Joyce, seconded by Commissioner Downing, it was voted to approve Utility Allowances effective April 1, 2025; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Robert Downing, via phone	
Stephen Joyce, via phone	
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:

Projects Out to Bid:

1. John J. Brady Guard Rail and Chain Link Fence Replacement (Federal Capital)
2. John J. Brady Drive Shutter replacement, exterior entryway painting and exterior building cleaning (Federal Capital).
3. Project #100323 St Lo Trash Corral Replacements Phase 2 (State Formula Funding).

Projects in Design Phase: Roof Replacement St Lo. Funding source: State Formula Funding

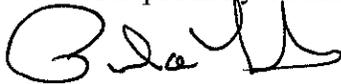
Projects in Construction: Rose Kennedy Lane Federal Pacific Panel Replacement & Master Meter Compliance - Funding Source: ARPA Target Award State

Fire Alarm & Fire Protection Upgrades at Everit, Hastings, Memorial, Underwood and Temple. Funding Source: ARPA Target Award State\

John J. Brady Drive Selective Bathroom Renovations: Funding Source: Federal Capital Funds.

10. ADJOURNMENT - Upon vote. motion by Commissioner Joyce, seconded by Commissioner Downing, meeting was adjourned @ 2:41 PM.

Respectfully Submitted



Paul Landers
Executive Director