

FALMOUTH HOUSING AUTHORITY
COMMISSIONERS GENERAL SESSION BOARD MEETING MINUTES
Monday, January 30, 2023

115 Scranton Avenue, Falmouth, MA 02540
Tel: (508) 548-1977 Fax: (508) 457-7573 www.falmouthhousing.org

FALMOUTH HOUSING AUTHORITY - COMMISSIONERS BOARD MEETING AGENDA

The Falmouth Housing Authority conducted a General Session Commissioners Board Meeting on Monday, January 30, 2023. The general session began at 4:30 p.m. The meetings were held via a virtual meeting pursuant to Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law dated March 12, 2020. The public were invited to join in the general session meeting by going to:

Link: <https://us02web.zoom.us/j/84313549155>

Audio Access: 1-646-558-8656

Meeting ID: 843 1354 9155

Meeting ID: 843 1354 9155

MEMBERS PRESENT:

Patricia Favulli

Michael Galasso

Kathleen Haynes

Robert Mascali (*logged on at 5:05 p.m.*)

Stephen Patton

STAFF PRESENT:

Bobbi Richards, Executive Director

Leslie Pearce, Assistant Director

Chuck Starr, Fiscal Officer

Michael Coffey, Maintenance Superintendent

OTHERS PRESENT:

Laura Bancroft

John Winslow, Winslow Architects

Chris Kicza, Winslow Architects

OPEN SESSION

At 4:32 p.m. Patricia Favulli called the meeting to order. She noted that an executive session was planned before the regular session to discuss negotiations regarding the union contract.

Resolution 2023-063

Michael Galasso moved to go to executive session. Steve Patton seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Steve Patton-aye

4 Ayes (Favulli, Galasso, Haynes, Patton)

0-Nays

MOTION CARRIED

RETURN TO OPEN SESSION

It was the consensus to take items out of order to accommodate schedules.

- Lawrence O'Brien – License FHA to Harborside - VOTE

The item was tabled pending proper guidance from DHCD legal. Patricia Favulli noted that she had called DHCD to request the guidance in time for this meeting.

-Tataketa Apartments Revision to Scope for HUD Grant – Winslow Architects – VOTE

A discussion included the following:

- Bobbi Richards reviewed: The original \$3.4 million grant, issued prior to COVID was for both Harborview and Tataketa. About \$1 million of that remains. The walkways/balconies at Tataketa have emerged as an issue. HUD initially agreed that this was an emergency and now seems to think it is not. 2 HUD workers did a site visit some time ago. The walkways/balconies are listed in the capital plan.
- John Winslow noted the detailed response that Winslow made to HUD's December 9 email. Should this be reviewed? Should he and Bobbi Richards have a direct conversation with HUD? Winslow Architect is the source of the numbers. Authorization for the emergency was requested over a year ago.
- Talking with HUD directly is a good idea. This could save time and as the wait goes on, more mold and other damage could occur.
- If the walkways/balconies are in the capital plan, should they be left out of the emergency request?
- The walkways/balconies issue is causing leaking into the units.
- The wood framing is being damaged by failing walkways/balconies.
- It seems like a case could be made for the walkways/balconies being an emergency.

Resolution 2023-066

Michael Galasso moved to approve the revision of the scope if necessary and to authorize Bobbi Richards and Winslow Architects to meet with HUD. Robert Mascali seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

Steve Patton-aye
5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton) 0-Nays MOTION CARRIED

Approval of Minutes

-Special Session 1/12/23 – VOTE

Resolution 2023-067

Michael Galasso moved to approve Special Session minutes of 1/12/23. Steve Patton seconded.

A roll call vote was taken:

Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
Robert Mascali-aye
Steve Patton-aye

5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton) 0-Nays MOTION CARRIED

-General Session 12/19/22- VOTE

Resolution 2023-068

Michael Galasso moved to approve General Session minutes of 12/19/23. Steve Patton seconded.

A roll call vote was taken:

Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
Steve Patton-aye
Robert Mascali-abstain

4 Ayes (Favulli, Galasso, Haynes, Patton) 0-Nays 1-abstention (Mascali) MOTION CARRIED

- Special Session 8/29/22 – VOTE

Resolution 2023-069

Michael Galasso moved to approve Special Session minutes of 1/12/23. Robert Mascali seconded.

A roll call vote was taken:

Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
Robert Mascali-aye
Steve Patton-abstain

4 Ayes (Favulli, Galasso, Haynes, Mascali) 0-Nays 1-abstention (Patton) MOTION CARRIED

Public Comments

- Winter FHA Workshop: Date was set for March 25th.
- Notice of Public Hearing for state developments, 3/20/23 at 4:30 p.m.: Presented for the boards' information.
- Notice of Public Hearing for federal developments planned: Presented for the boards' information.

Solar Array Committee Members – VOTE

David Leslie appeared before the board as an applicant to serve on the solar array committee. He said he is interested in solar energy as a way to achieve net zero. He has residential solar and urged attendees to look at Falmouth Climate Action.

Megan Amsler appeared before the board as an applicant to serve on the solar array committee. She serves on the energy committee and is the director of Self Reliance. She has been involved in workforce training, advocacy and Cape Light Compact.

Resolution 2023-070

Steve Patton moved to approve Michael Galasso, Kathleen Haynes, Megan Amsler, David Leslie, and Dan Webb for the solar array committee. Robert Mascali seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

Steve Patton-aye

5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton) 0-Nays MOTION CARRIED

Michael Galasso asked for clarification: What are the objectives for the subcommittee? What is the time frame?

The board suggested site analysis and options by the year's end, developing a mission statement, set time for meetings, take minutes and report back in two months.

Maintenance Department update and portfolio review

-Harborview #105 – AE Fee for Accessible Renovation of Bathroom - \$5k – VOTE

A tenant has asked that their bathroom be made accessible. Winslow was tied for low bidder and recommended because of a good history of working with the company and they were familiar with the plumbing.

Michael Galasso was concerned with using an architect for the renovation. It was unclear who would develop the specifications or how a plan for the redesign would happen, if needed, if there were no architect.

Resolution 2023-071

Steve Patton moved to accept the proposal. Kathleen Haynes seconded.

It was observed that a tenant was presently occupying the unit and it was unknown what would be found during renovation. Michael Coffey thought it was sensible to use an architect for this project and thereafter use the template if needed.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

Steve Patton-aye

5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton) 0-Nays MOTION CARRIED

-Contract Bid – Shredding Services – Great White Shred, Mashpee – VOTE

Bobbi Richards explained that FHA was pleased with the present shredding company but they were unable to keep up with the shredding needs of FHA.

Resolution 2023-072

Kathleen Haynes moved to approve Great White Shred for the shredding service. Steve Patton seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

Steve Patton-aye

5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton) 0-Nays MOTION CARRIED

Report of the Fiscal Officer

-Payment of bills and HAP payments – VOTE

Michael Galasso said that unless Megansett Crossing was separated from the rest of the bills, he would have to abstain from voting on monthly HAP payments.

Resolution 2023-073

Steve Patton moved to approve HAP payments and bills. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Kathleen Haynes-aye

Steve Patton-aye

Robert Mascali-aye

4 Ayes (Favulli, Haynes, Patton, Mascali) 0-Nays 1 abstention- (Galasso) MOTION CARRIED

-Review of monthly financials, public housing aging reports: Reviewed.

Report of the Assistant Director

-Leased housing report: Leslie Pearce noted that last year at this time there were 55 vacancies; presently there are 9.

Report of the Executive Director

-DHCD Revised Funding Awards FY24, FY 25, FY26 (3 VOTES)

Bobbi Richards explained that votes were needed for each of the fiscal years to accept the funding.

Resolution 2023-074

Patricia Favulli moved to approve \$161,764 for fiscal year 2024. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

Steve Patton-aye

5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton) 0-Nays MOTION CARRIED

Resolution 2023-075

Patricia Favulli moved to approve \$161,763.85 for fiscal year 2025. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

Steve Patton-aye

5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton) 0-Nays MOTION CARRIED

Resolution 2023-076

Patricia Favulli moved to approve \$162,069.00 for fiscal year 2026. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

Steve Patton-aye

5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton) 0-Nays MOTION CARRIED

-Federal Public Housing waiting list reopen April 1st – VOTE

Bobbi Richards explained that the goal is to have 300-350 applicants on the list.

Resolution 2023-077

Steve Patton moved to open the waiting list. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

Steve Patton-aye

5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton)

0-Nays

MOTION CARRIED

-DIAL waiting list close March 1st – VOTE

Bobbi Richards explained that there are 732 applicants on the list for 80 vouchers.

Resolution 2023-078

Steve Patton moved to close the waiting list. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

Steve Patton-aye

5 Ayes (Favulli, Galasso, Haynes, Mascali, Patton)

0-Nays

MOTION CARRIED

-Portable Heater Policy – VOTE

The insurance company has not responded and the issue was tabled.

-DHCD- RSC NOFA application submitted: The funding is for a position.

-Code of Conduct Policy Revision – VOTE

A draft will be available at the next meeting.

-Town of Falmouth Grant and Needs Assessment: An agency will be sought to do the assessment.

-Release of Project-based voucher RFP: The RFP was released last Friday. Responses are due within 60 days.

Next meeting: Tuesday, February 21, 2023

Items for agenda due by: Tuesday, February 14, 2023

(Procurement Policy Revision; contract bids)

Resolution 2023-079

At 6:34 p.m. Patricia Favulli moved to adjourn. Robert Mascali seconded.

A roll call vote was taken:

Michael Galasso-aye

Kathleen Haynes-aye

Steve Patton-aye

Patricia Favulli-aye

Robert Mascali-aye

Relevant Documents

241 Scranton Ave matter documents
Harborview ADA Conversion Design – Winslow Architects
2022 Emergency Funding Narrative – Winslow Architects
Contract: Shredding Services (Monthly)
Federal/State Occupancy Report, Jan & Feb 2023
Minutes of General Session Meeting of 12.19.22
Minutes of Special Session Meeting of 1.12.23
Minutes of Special Session Meeting of 8.29.22
Falmouth 2024 Public Hearing Notice for 3/20/23
Falmouth Financials September- December 2022 – Fenton, Ewald and Assoc.
FHA's FY 24/25/26 Formula Funding Award Letters – DHCD
HAP Accounting Payment Register & Landlord Register for December 2022
Leased Housing Summary January 2023
Portable Heater Policy Draft
Public Housing Aging Reports through December 2022
Recommendation to Revised Code of Conduct Policy
Solar Array Committee Members Information
Waiting Lists Close Request – DIAL
Waiting List Reopen Request – Federal Public Housing