

FALMOUTH HOUSING AUTHORITY  
COMMISSIONERS GENERAL BOARD MEETING MINUTES

Tuesday, May 31, 2022  
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The Falmouth Housing Authority conducted a General Session Commissioners Board Meeting on Tuesday, May 31, 2022. 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/84948120928>  
Meeting ID: 849 4812 0928 Audio Access: 1-646-558-8656 Meeting ID: 849 4812 0928

MEMBERS PRESENT: Patricia Favulli  
Michael Galasso  
Kathleen Haynes  
Robert Mascali  
Stephen Patton

STAFF PRESENT: Bobbi Richards, Executive Director  
Leslie Pearce, Assistant Director  
Chuck Starr, Fiscal Officer

OTHERS PRESENT: Laura Bancroft  
Ron Bonney  
Noelle Annonen, Falmouth Enterprise

OPEN SESSION

At 4:32 p.m. Patricia Favulli called the meeting to order.

Public Comments  
None.

Grant of \$3,100: Woods Hole Foundation for the purchase of two (2) outdoor single benches and handicap accessible picnic tables:

Bobbi Richards and the commissioners expressed thanks for this grant.

Commissioners Retreat – Open to the Public – Date/Time/Location/Other:

The consensus was that the upcoming summer months were very heavily scheduled; September 12th, likely at 9:00 a.m. was the date chosen for the retreat.

Monthly meeting schedule

Several commissioners had conflicts with the regularly scheduled third Tuesday. The third Monday was chosen for regular meetings. However, next month the meeting will be on June 27<sup>th</sup> to accommodate the holiday.

Staff update

-A maintenance worker has returned to work after close to a year of Workman's Compensation, making the department full staffed except for the Superintendent position.

The Superintendent position is being readvertised since there were no eligible applicants of the 41. The panel interviewed one that had appeared eligible but the interview process determined they were not. Michael Galasso asked if the job description should be changed but he had no recommendations as to how it should be changed.

Maintenance Department update

-Public Housing Notice 2017-03 and 2017-10 Emergency Pull Cords:

A discussion included the following:

- Bobbi Richards explained that the pull cords are an old system that sound outside the units, in place in several buildings. They are not connected to any emergency response system. Commissioners did review the issue in 2017 but no record of a vote could be found. Over the years maintenance has removed some at the request of tenants but some are still in place.
- Kathleen Haynes thought that this antiquated system may give a false sense of security.
- Patricia Favulli thought that since the system relies on someone, likely a tenant, relying on hearing and responding to the alarm, this was a problem.
- Leslie Pearce noted that the pull cords are in place only in Salt Sea, Choate and Rose Morin. Visiting grandchildren have been known to pull the cords. The pull cord system is always gone over with tenants upon lease up.
- Bobbi Richards said that cats have triggered the alarms as well. DHCD allows for pull cords to be removed as tenants vacate but if done all at once, tenants would need to be temporarily rehoused.
- Robert Mascali wondered if the issue was not wanting to remove an amenity. If a tenant is willing to sign off, this might be better before removal. This is a big issue and should be tabled until further discussion was possible.
- Steve Patton agreed that waiting was reasonable and suggested the single tenant in question could be dealt with administratively.

-Portfolio vacancy review/Leased Housing report

Leslie Pearce reported on leased housing in April through today. There were 7 new lease ups, 4 transfers and 3 new tenants pulled from the public housing wait list. There was one eviction and one death. Project based vouchers will be 100% leased up. DIAL has 73 of 80 leased and work on eligibility is ongoing. 2 have been housed from the youth program and Bayberry house is full.

Report of the Accounting Department

-Payment of bills and HAP payments – VOTE

Resolution 2022-099

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

A roll call vote was taken:

Michael Galasso-aye

Steve Patton-aye

Kathleen Haynes-aye

Patricia Favulli-aye

Robert Mascali-aye

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

Resolution 2022-100

Kathleen Haynes amended to go to approve HAP payments and payment of bills. Steve Patton seconded.

A roll call vote was taken:

Michael Galasso-aye

Steve Patton-aye

Kathleen Haynes-aye

Patricia Favulli-aye

Robert Mascali-aye

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

-Review of monthly financials, public housing aging reports

Chuck Starr reported that \$22,000 has been received in back/recovered accounts. Promise of another \$12,000 has been received in writing. Another \$10,000 seems likely to be recovered. Regarding financials, the issues are similar to last month's reports. There continue to be many expenses.

Report of the Executive Director

-Review of Code of Conduct policy:

Patricia Favulli explained that the commissioners approved the code several years ago, it is similar to the state ethics code, and involves issues such as behavior, favoritism, relationships with tenants, and gifts. The commissioners may want to consider revising this document.

-HUD's annual income limits posted:

Bobbi Richards explained that adjustments have been made for the cost of living.

Items for next meeting:

\$250,000 grant from affordable housing fund, customer service, retreat

Resolution 2022-101

At 5:24 p.m. Steve Patton moved to adjourn. HAP payments. Kathleen Haynes seconded.

A roll call vote was taken:

Michael Galasso-aye

Steve Patton-aye

Kathleen Haynes-aye

Patricia Favulli-aye

Robert Mascali-aye

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

0-Nays

**MOTION CARRIED**

Relevant Documents

Monthly leased housing report

Code of Conduct policy

Monthly Housing Assistance Payments and Landlord Payment History reports

Public Housing Aging reports for April

Monthly financials from Fenton, Ewald & Associates for March and April