

FALMOUTH HOUSING AUTHORITY - COMMISSIONERS GENERAL SESSION
BOARD MEETING MINUTES
115 Scranton Ave, Falmouth, MA 02540
www.falmouthhousing.org

Wednesday, December 18, 2024

The Falmouth Housing Authority conducted a General Session Commissioners Board Meeting on Wednesday, December 18, 2024. The general session began at 4:30 p.m. The Board did its best to adhere to posted time frames, but times may have varied. The meeting(s) was 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; extended to 2025. The public were invited to join in the general session meeting by going to:

Link: <https://us02web.zoom.us/j/83655023427> Meeting ID: 836 5502 3427

Audio Access: 1-646-558-8656 Meeting ID: 836 5502 3427

MEMBERS PRESENT: Stephen Patton
Michael Galasso
Kathleen Haynes
Jack Richardson (*arrived a few minutes after 4:30*)

MEMBERS ABSENT: Patricia Favulli

STAFF PRESENT: Bobbi Richards, Executive Director
Benjamin Anako, Fiscal Officer
Kevin Donovan, Maintenance Supervisor

OTHERS PRESENT: Chris Kicza
Laura Bancroft, Maureen McIver, Independent Recording Secretary

OPEN SESSION

At 4:30 p.m. Stephen Patton called the meeting to order and read regulations regarding remote meetings.

Public Comments

None

Items requiring discussion and vote:

-Approval of Special Session Minutes of 12.4.24 - vote

Resolution 2025-061

Michael Galasso moved to approve Special Session Minutes of 12.4.24. Kathleen Haynes seconded.

A roll call vote was taken:

Stephen Patton -aye

Michael Galasso-aye
Kathleen Haynes-aye
3 Ayes (Patton, Haynes, Galasso) 0-Nays

MOTION CARRIED

-Laundry Rates (5 sites) increase – vote

Bobbi Richards reported that an inquiry to other executive directors about how they deal with laundry revealed that there was a 50/50 split between owners of machines and those using vendors. She noted that in her 8-year tenure, there have been no laundry increases from the \$1.50 charge for washer and \$1.50 charge for dryer. She asked that rates be increased to \$2.00 for each.

Michael Galasso noted his 30-year experience with this issue. He thought it worthwhile to look at vendors that provide laundry machines.

Bobbi Richards will investigate and bring the matter back before the board in January.

Resolution 2025-062

Kathleen Haynes moved to approve the request to increase fees for the washers and dryers to \$2.00 per machine and evaluate other options available for the laundry. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton -aye

Michael Galasso-aye

Kathleen Haynes-aye

Jack Richardson-nay

3 Ayes (Patton, Galasso, Haynes) 1-Nay (Richardson)

MOTION CARRIED

-Report of the Fiscal Officer – Public Aging Reports

Benjamin Anako explained how credit balances are represented.

-Report of Maintenance

Tataket walkways, smoke detector replacements, laundry improvements, vacant unit turns:

Kevin Donovan reported that 6 units are in the process of being turned; these are subcontracted out because there are only 3 maintenance staff available presently and this will allow units to be turned in good time. 4 rehab projects are underway including 20 Madeline and 44 Caroline, which should be finished by the end of January.

Harborview, Rose Morin, and Tataket just received new smoke and CO detectors funded by a grant and installed by Cape Cod Alarms.

Bobbi Richards added that a tenant at Tataket passed away in November and the family was not aware of this. FHA just confirmed the death today. 20 Madeline will be leased internally; 86 Pricilla tenants will occupy this unit and 86 Pricilla will be taken off line. The courts have cleared the trailers at 189 Old Barnstable for removal.

Chris Kicza appeared with an update on the Tataket walkways. He noted that the 3 buildings have interconnected walkways more typically found in warmer climates. For many years this epoxy flooring has been deteriorating and patched. He presented photos of work completed and

noted that the difficult task of repair to the walkways has been successfully and artfully done. Composite lumber with drains underneath has replaced the epoxy walkways. Several change orders have been submitted with new storm doors for all units instead of the few originally proposed being the greatest expense. Chris Kicza was on site during a rain storm and walkways do not appear to be slippery. Booklets will be left instructing about maintenance. Bobbi Richards reminded commissioners that they approved the change orders at a meeting in November. The storm doors were not eligible for funding through the grant and funds from the operating plan were used.

-Report of Executive Director

(leased housing report, grants, and properties update, 2025 goals, Mayflower-Choate windows, funding)

Bobbi Richards requested that the leased housing report be tabled.

A grant request for housing search coordinator from Falmouth Funds was denied.

FHA operates 79 units of state housing and CIP funding, released for Falmouth for 2025 was \$214,000. Bobbi Richards drew attention to the process which often leaves FHA struggling to fund needed projects. On page 3 of the report, unselected projects, those projects that have been requested for funding but not selected for funding, are listed. As part of the process, the state helps the FHA prioritize. Often, at a later time, the state cites the FHA for projects that should be done and that appear on the unselected projects list. Bobbi Richards continues to pursue federalization of state units. The commissioners agreed that legislative advocacy could be helpful.

-HAP payments and Bills – vote

Resolution 2025-063

Steve Patton moved to approve bills and HAP.

Kathleen Haynes seconded.

A roll call vote was taken:

Stephen Patton -aye

Michael Galasso-abstain

Kathleen Haynes-aye

Jack Richardson-nay

3 Ayes (Patton, Haynes, Richardson) 1-Abstention (Galasso)

MOTION CARRIED

-Development

To be addressed at a future meeting

Next meeting (January 22) agenda items

Sewer connection, laundry, development

Adjournment

Resolution 2025-064

At 5:12 p.m. Kathleen Haynes moved to adjourn. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton -aye
Michael Galasso-aye
Kathleen Haynes-aye
Jack Richardson-nay
4 Ayes (Patton, Galasso, Haynes, Richardson)

MOTION CARRIED

Relevant Documents

Special Session Minutes of 12.4.24
Federal State Occupancy Report as of December 2024
Request for Laundry Increase to \$2.00 + List of recent repairs
Public Aging Reports for 667, 705 and federal sites
HAP Payments and Check Register for November 2024
Progress Photos of Tataketa Walkways
Email. 12.12.24 re: Public Hearing regarding Draft 2025-2026 Low Income Housing Tax Credit
Qualified Allocation Plan from EOHLC
Executive Director's Correspondence & Activities Report
Falmouth's FY25 CIP Report from EOHLC showing planned and unfunded projects