

FALMOUTH HOUSING AUTHORITY - COMMISSIONERS BOARD MEETING MINUTES
Monday, July 18, 2022

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

The Falmouth Housing Authority conducted a General Session Commissioners Board Meeting on Monday, July 18, 2022. The general session began at 4:30 p.m. The meeting 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. The public were invited to join in the general session meeting by going to:

Link: <https://us02web.zoom.us/j/81355046602>; Meeting ID: 813 5504 6602;
Audio Access: 1-646-558-8656 Meeting ID: 813 5504 6602

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

STAFF PRESENT: Bobbi Richards, Executive Director
Leslie Pearce, Assistant Director
Chuck Starr, Fiscal Officer
Trisha Herlihy, Resident Services Coordinator

OTHERS PRESENT: Laura Bancroft
Noelle Annonem, Falmouth Enterprise
Joanne Treistman
John McWilliam
Chris Kicza, Winslow Architects
John Winslow, Winslow Architects
"Karen's Ipad" – unknown participant

OPEN SESSION

At 4:30 p.m. Patricia Favulli called the meeting to order.

Resolution 2023-001

Kathleen Haynes moved to take items out of order. Steve Patton seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – aye

Stephen Patton - aye

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

-Report of the Service Coordinator

Trisha Herlihy explained that services were provided for everything from Comcast to medical services. The goal was to promote the highest quality of life possible for tenants. There have been many new tenants recently.

- Winslow Architects re: 2022 Emergency and Non-Presidentially Declared Disaster Funding – Cost estimator expected not to exceed \$5k – VOTE

Bobbi Richards explained that FHA had submitted a request for disaster funding and HUD responded with a request for a cost estimate for labor and materials.

John Winslow explained that the estimators are busy at this time and HUD is requesting a level of detail that Winslow cannot provide. He sought authorization for an estimator.

Michael Galasso thought that the cost to estimate could be higher than the \$5,000 proposed.

Resolution 2023-002

Michael Galasso moved to approve up to \$7,5000 for the cost estimator. Steve Patton seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – aye

Stephen Patton - aye

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

Minutes

-General Session of 6/29/22– VOTE

Resolution 2023-003

Steve Patton moved to approve the General Session minutes of 6/29/22. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – abstain

Stephen Patton - aye

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

-Special Session of 4/25/22 – VOTE

Resolution 2023-004

Steve Patton moved to approve the Special Session Minutes of 4/25/22. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – aye

Stephen Patton - aye

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

-Executive Session of 4/25/22 – VOTE

Resolution 2023-004

Steve Patton moved to approve the Special Session Minutes of 4/25/22. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – abstain

Stephen Patton - aye

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

-Special Session Public Hearing of 4/19/22 – VOTE

Resolution 2023-005

Steve Patton moved to approve the Public Hearing Session Minutes of 4/19/22. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – aye

Stephen Patton - aye

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

-General Session of 4/19/22 – VOTE

Resolution 2023-006

Steve Patton moved to approve the General Session Minutes of 4/19/22. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

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

Public Comments

None

Monthly meetings (in person)

Board members agreed to meet remotely until further notice, in accordance with the current law. Kathleen Haynes asked whether the September retreat (in person) would continue as scheduled. Board will further discuss at the next regular meeting

Maintenance Department update

-RFP for Rose Morin Security Cameras, 58 Rose Morin Lane
Bobbi Richards reported that the project was now out to bid. Two years ago, a grant was applied for and received. The cost of the materials and installation is expected to exceed the grant value of approximately \$76k. Any overage would be taken from another project in the approved Capital Fund Plan.

-Modernization near completion: 466 Brick Kiln/22 Oak St
It is hoped that the unit will be ready at the end of the week.

-130 Edgewater W, DCHD 096091, Scope of Work - \$80,644 – VOTE
Michael Galasso expressed concern that the unit would take long to rehabilitate. He asked that the issue be placed on the next agenda.

Resolution 2023-008

Kathleen Haynes moved to approve the funding for DHCD #096091 – 130 Edgewater Dr West in the amount of \$80,644.00. Steve Patton seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – aye

Stephen Patton - aye

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

-Change order no. 5, Zander Corp, DHCD 096071 -\$3,348.53 – VOTE

Bobbi Richards reported that the final walkthrough was scheduled and this was likely the last change order.

Resolution 2023-009

Steve Patton moved to approve change order #5 for Zander Corporation for DHCD #096071 in the amount of \$3,348.53. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – aye

Stephen Patton - aye

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

-Portfolio vacancy review

Bobbi Richards reported that 5 Harborview kitchens have not been finished; the wrong cabinets were ordered. Units on the basement level at Tataketa will not be housed until the piping repair project is completed; the origination of many piping issues have been linked to the basement level apartments. There have been a lot of lease ups this month, especially at Rose Morin.

Vacancy reports will be revised to not feature units taken off line.

Report of the Fiscal Officer

-Payment of June bills and HAP payments – VOTE

Resolution 2023-010

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

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – aye

Stephen Patton - aye

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

-Review of monthly financials, public housing aging reports

Chuck Starr reported that in addition to the \$63,000 received in June, \$4,000 was received in July for past due aging.

Report of the Executive Director

-Grants

Bobbi Richards reported that there are 2 active grants: Town of Falmouth Affordable Housing Fund submission for Needs Assessments to be performed across the portfolio and the Harborview/Tataketa Piping Repair Project (Winslow Architects) for additional monies to complete Tataketa. Commissioners agreed that it would be good for someone to be present when a committee reviews the of Falmouth Affordable Housing Fund submission.

-Leased housing report

-RFP for Project-based program update on process. The housing authority is working with HUD to determine the final vouchers that are available to go out for bid. An ad will be placed locally, also in the Bay State Banner. Draft of the bid can be put on the website.

-Housing Choice Program Outreach: Review of activities associated with the Falmouth Day of Play (Rotary Club of Falmouth)

Bobbi Richards reported that 400-800 people were in attendance.

Robert Mascali added that the concept of the Day of Play was brought to the Rotary Club by Bobbi Richards and done as a project as a freshman member of the Rotary. He added a note of appreciation for Bobbi Richards, Kathleen Haynes (also a Rotary member) and the event being brought to Falmouth.

-Commissioners noted that they had reviewed the newsletter and enjoyed the topics discussed; requested that a “Commissioners Spotlight” in a few issues. Patricia Favulli was volunteered to be the initial commissioner featured.

-Robert Mascali shared that FCTV is featuring a program series on Affordable Housing. Michael Galasso has been strongly involved in the project; Patricia Favulli asked if the link could be featured on the website? Bobbi Richards agreed to put the information on FHA’s website.

Next meeting: July 21, 2022 at 20 Madeline Rd, East Falmouth.

Following Meeting: Monday, August 15 ,2022 at 4:30 p.m.

Items for agenda due by Tuesday, August 9, 2022

Resolution 2023-011

Kathleen Haynes moved to adjourn at 5:27 p.m. Steve Patton seconded.

A roll call vote was taken:

Patricia Favulli – aye

Michael Galasso – aye

Kathleen Haynes – aye

Robert Mascali – aye

Stephen Patton - aye

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

0-Nays

MOTION CARRIED

Relevant Documents

Report of the Service Coordinator

Public Housing Aging Report June 2022

Vacancy portfolio review through 7/15/22

HUD Notice regarding Project-based vouchers, PIH 2017-21

Leased Housing report July 2023

Landlord Payment History June 2022

HAP Check Register Report June 2022

Draft minutes of June 29, 2022

Draft minutes of General Session 4/19/22

Draft minutes of Special Session – Public Hearing 4/19/22

Draft minutes of Executive Session – 4/25/22

Draft minutes of Special Session – 4/25/22