

FALMOUTH HOUSING AUTHORITY - COMMISSIONERS REGULAR BOARD MEETING
GENERAL SESSION DRAFT MINUTES
Monday, April 24, 2023

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The Falmouth Housing Authority conducted a General Commissioners Board Meeting on Monday, April 24, 2023. The general session began at 4:30 p.m. and moved into an executive session. The special session (public hearing) and general session followed immediately thereafter. The Board did its best to adhere to posted time frames, but times may have varied. 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/86347951626> Meeting ID: 863 4795 1626
Audio Access: 1-646-558-8656 Meeting ID: 863 4795 1626

MEMBERS PRESENT: Patricia Favulli
Michael Galasso
Kathleen Haynes

STAFF PRESENT: Bobbi Richards, Executive Director
Leslie Pearce, Assistant Director
Chuck Starr, Fiscal Officer
Michael Coffey, Maintenance Superintendent

OTHERS PRESENT: David Leslie, Kurt Achin, Doug Brown, Lawrence O'Brien
Frank Flynn, Flynn Law & Associates, P.C.

OPEN SESSION

At 4:30 p.m., noting a quorum present, Patricia Favulli called the meeting to order.

Approval of Minutes

-Special Session Minutes of 3/20/23 Public Hearing – VOTE
Resolution 2023-099

Kathleen Haynes moved to approve. Michael Galasso seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

3 Ayes (Favulli, Galasso, Haynes)

0-Nays

MOTION CARRIED

-General Session Minutes of 3/20/23- VOTE

Resolution 2023-100

Kathleen Haynes moved to approve. Michael Galasso seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

3 Ayes (Favulli, Galasso, Haynes)

0-Nays

MOTION CARRIED

Executive Session Minutes of 3/20/23- VOTE

No Quorum.

Public Comments

None.

241 Scranton Ave – Lawrence O’Brien (Abutter) and Flynn Law & Associates, PC (FHA) - VOTE

Needed still, to make an informed decision, is an independent third-party survey. Bobbi Richards reported that immediately after the last meeting she sought an engineer to do the survey. Of several queried, only David Martin responded. He said the wait time before the survey is done is 4-6 weeks.

Lawrence O’Brien said that BSS did a survey in the year 2000 or so, commissioned by FHA, that established the property line between FHA and 241 Scranton Avenue. He said that the sidewalk is covering the bound. The whereabouts of the survey are unknown.

Bobbi Richards noted that this was the first mention of this survey. She has reached out to BSS and will do so again with a specific focus on this survey from about the year 2000. The surveyor will be informed of the urgency.

Maintenance Department update and portfolio review

-Occupancy Report

Bobbi Richards reported only 5 units as vacant. Two people had passed away and others had moved to a higher level of care. One tenant had been with the FHA for 19 years.

-44 Caroline

The board took note of Michael Coffey’s memo regarding structural concerns about this property. The board agreed that DHCD should be asked to further consider this property and

that doing the work in-house as DHCD had recommended was not sufficient and could pose safety concerns.

Resolution 2023-101

Kathleen Haynes moved to reapproach DHCD for a review of the property at 44 Caroline to review the scope of work. Michael Galasso seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

-090671 Zander Corporation – VOTE

Michael Galasso was concerned that there was not a construction schedule. Patricia Favulli offered to meet to draft a letter to the new governor expressing this concern.

Resolution 2023-102

Kathleen Haynes moved to approve the contract to Zander for \$473,000. Michael Galasso seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

Report of the Fiscal Officer

-Payment of bills and HAP payments – VOTE

No quorum.

-Review of monthly financials, public housing aging reports

Chuck Starr reported no significant changes from the last month.

Report of the Assistant Director

-Leased housing report

Leslie Pearce reported no big changes from the last month.

Bobbi Richards noted that Leslie Pearce was able to lease up 7 units in the last 45 days.

Reports of Special committee appearances

-Robert Mascali – Cape Cod Commission

Robert Mascali was not present.

-Michael Galasso – FHA Solar Committee

Michael Galasso reported that he has been in touch with Power Options who now supplies energy to FHA. They can do an analysis and the committee is working to get information to them. If they need access to any property, a vote was thought to be needed.

Resolution 2023-103

Michael Galasso moved to allow Power Options access to FHA properties to determine the feasibility of installing renewable energy technology. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

3 Ayes (Favulli, Galasso, Haynes)

0-Nays

MOTION CARRIED

Report of the Executive Director

-Increase daily ACH limit from \$500k to \$550k – VOTE

No quorum to vote.

-Act to extend remote meetings to 2025

It was thought that a vote was not needed since this was a continuation of an existing policy.

(Note: Next meeting agenda items due by 5/8/23)

Adjournment

Resolution 2023-104

At 5:14 p.m. Kathleen Haynes moved adjourn. Michael Galasso seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

3 Ayes (Favulli, Galasso, Haynes)

0-Nays

MOTION CARRIED

Relevant Documents

096091 Bid Tabulation / Zander Bid package

HAP Check Register for March 2023

Landlord Payment History for March 2023

Pubic Housing Aging for March 2023

Leased Housing Report for April 2023

Request to Extend Meetings Offered Remotely to 2025

Request to Increase Daily ACH Limit

FHA structural assessment for 44 Caroline,

Draft Minutes of Special Session of 3.20.23

Draft Minutes of General Session of 3.20.23

Draft Minutes of Executive Session of 3.20.23