

FALMOUTH HOUSING AUTHORITY
SPECIAL COMMISSIONERS BOARD MEETING MINUTES

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The Falmouth Housing Authority conducted a Special Session Commissioners Board Meeting on Friday, February 14, 2025. The special 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/82010256662>

Meeting ID: 820 1025 6662

Audio Access: 1-646-558-8656

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MEMBERS PRESENT: Stephen Patton, Chair
Patricia Favulli
Michael Galasso
Kathleen Haynes

MEMBERS ABSENT: Jack Richardson

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

OTHERS PRESENT: Trisha Rush -PowerOptions; Laura Bancroft; Maureen McIver – Recording Secretary

OPEN SESSION

At 4:30 p.m. Stephen Patton called the meeting to order.

Public Comments
None

Items requiring discussion and vote:

Resolution 2025-086

Patricia Favulli moved to take items out of order to accommodate presenter's schedule. Stephen Patton seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

-Energy market changes – PowerOptions

Trisha Rush of PowerOptions appeared with information for the Board. She noted that the FHA is looking at savings with its present locked in rate but there are potentially more savings if the Board locks in at the market rate offered today. Considerations include: This is the 31st coldest winter; significant cold weather is forecast; natural gas; specifically LPG; is the primary fuel for electricity generation in New England; the US competes with Europe for LPG; rates could go down in the spring; and the political situation is uncertain. Much depends on customers' risk tolerance. Rates change on a daily basis. Ms. Richards will do her best to lock in today's rate at approximately \$.1238 per kw hour before the market closes if the Board approves.

Resolution 2025-087

Michael Galasso moved to lock in at the presently offered for 36 months. Patricia Favulli seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

-Executive Director's Report – (Vendor accounting services assistant under B. Anako-temporary funded through DOL Mature Workers program, small contracts under \$100k for CFP2023 grant obligations)

Bobbi Richards thanked Kevin Donovan for his work on the CFP2023 grant obligations. Some projects, as presented in the report, had received separate votes by the Board; the request was for the Board to review all projects and vote on them individually. She noted that the board had approved the 5-year plan from where the projects were derived. Meetings were held with staff and tenants to determine what the priorities were. The group decided what it was interested in, what the greatest needs were. Michael Galasso inquired about the \$67,448 cost for administration. Bobbi Richards confirmed that 10% was allowed for administrative costs.

Resolution 2025-088

Patricia Favulli moved to accept the CFP2023 grant obligations as presented on February 14, 2025.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-089

Patricia Favulli moved to accept the Administration costs for \$67,448. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-090

Patricia Favulli moved to accept the Management Improvements costs for \$67,448. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays MOTION CARRIED

Resolution 2025-091

Patricia Favulli moved to accept the Master Lock Replacements for \$48,700 to Mayflower Services.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

Resolution 2025-092

Patricia Favulli moved to accept the Safety and Security Cameras/HV for \$18,748.70.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

Resolution 2025-093

Patricia Favulli moved to accept the cost of concrete foundations for grill installations at 3 sites.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

Resolution 2025-094

Patricia Favulli moved to accept the cost for a refrigerator for Tatakot #218.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

Resolution 2025-095

Patricia Favulli moved to accept the cost for emergencies and other activities not listed as individual projects arise. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-096

Patricia Favulli moved to accept the Snowblower cost of \$6698 to The Boat Guy. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-097

Patricia Favulli moved to accept cost of a snow pusher, Ride On Spreaders for \$22,416.98 to Northern Tool
Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-098

Patricia Favulli moved to accept the purchase of 20' Storage Containers for \$4400 to RH Containers.
Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-099

Patricia Favulli moved to accept Security Cameras Designer Fee of \$39,150 – \$18,748.70 = \$20,401.30 to
Winslow Architects. Fee will be split between funding project allocations.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-100

Patricia Favulli moved to accept the ADA Bathroom Renovation HV #122 Designer Fee of \$9,500 to Winslow
Architects. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-101

Patricia Favulli moved to accept the cost for 20' Storage Containers (2) of \$7,200 for Sterling Container Sales.
Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-102

Patricia Favulli moved to accept the Harborview gutter clean out fee of \$3000 to Gutter Pros. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-103

Patricia Favulli moved to accept the Tatakett gutter clean out fee of \$2200 to Gutter Pros.
Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-104

Patricia Favulli moved to accept the Rose Morin gutter clean out fee of \$1650 to Cape Cod Property Pros.
Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-105

Patricia Favulli moved to accept Rose Morin Additional Cameras (2) for \$4,296.90 to Setronics. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-106

Patricia Favulli moved to accept the Storm Doors for Tataketa Community Room (4) for \$1680 to DDC Construction. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-107

Patricia Favulli moved to accept the Reflective Signage for individual Tataketa Units for \$2529.03 to DDC Construction. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-108

Patricia Favulli moved to accept the Storm Doors for all units at Tataketa for \$32,340 to DDC Construction noting that the original walkways project included 30 doors and purchased doors for the remaining units were included as a modernization project.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-109

Patricia Favulli moved to accept the common area painting at Tataketa (Lobby, Laundry, Bathrooms, Community Room) for \$8296.00 to Topneck. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye
Patricia Favulli-aye
Michael Galasso-aye
Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-110

Patricia Favulli moved to accept the purchase of propane grills for 3 sites from Home Depot for \$687 (\$289 each). Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-111

Patricia Favulli moved to accept tub cuts (3) at Harborview for \$2,400 done by Barbosa.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-112

Patricia Favulli moved to accept the common area painting (Hallways, Community Rooms, Stairwells, Unit Entry/Exit Doors) for \$49,000 by Michael Kennedy Painting. This was the second to lowest bid; lowest bid did not include other specified items.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-113

Patricia Favulli moved to accept Harborview Ventilation Designer Fee of \$49,920 to Rogue Engineering.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-114

Patricia Favulli moved to accept the Harborview countertop replacement (4) for \$9,313.00 by Topneck.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-115

Patricia Favulli moved to accept Harborview, Rose Morin, and Tatakett free standing signage with lighting for \$16,000 by Delta Wye.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-116

Patricia Favulli moved to accept the Rose Morin post and cross sections replacement for \$16,800 to Mayflower Locksmith & Doors.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-117

Patricia Favulli moved to accept the Tatakett fire stops (83 units) for \$1511.58 to Stovers Liquidation.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-118

Patricia Favulli moved to accept the Harborview fire stops (80 units) for \$1439.60 to Stovers Liquidation.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Resolution 2025-119

Patricia Favulli moved to accept the Rose Morin gutters clean outs (10 buildings) for \$1650 to Cape Cod Pros.

Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays MOTION CARRIED

Resolution 2025-120

Patricia Favulli moved to accept the Harborview parking pavement project for \$16,325.00 to South Shore Sealcoat. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

Resolution 2025-121

Patricia Favulli moved to accept the Rose Morin parking pavement project for \$16,533 to South Shore Sealcoat. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

Resolution 2025-122

Patricia Favulli moved to accept the Tataket parking pavement project for \$13,025 to South Shore Sealcoat. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

Resolution 2025-123

Patricia Favulli moved to accept the Rose Morin laundry room replacement of washers and dryers for \$12,344.97 to Crane. Michael Galasso seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

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

-Vendor accounting services assistant under B. Anako-temporary funded through DOL Mature Workers program Benjamin Anako will be welcoming a temporary assistant. The assistant is a tenant at the Lakeview property and has a background in accounting. The program may fund the tenant to work at the office for up to two years.

-Rose Morin - \$800k+ value project through Rise Engineering

Bobbi Richards called attention to this project that resulted in a close to a million dollars' worth of energy improvements at no cost to the FHA. The board suggested that Bobbi Richards send a press release.

Next meeting agenda items

- EOHLC review
- Development

Adjournment

Resolution 2025-124

At 4:49 p.m. Patricia Favulli moved to adjourn.

Kathleen Haynes seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays

MOTION CARRIED

Relevant Documents

Executive Director's Report of CFP 2023 of draft projects