

FALMOUTH HOUSING AUTHORITY - COMMISSIONERS REGULAR SESSION  
BOARD MEETING MINUTES  
Monday, October 16, 2023

115 Scranton Avenue, Falmouth, MA 02540  
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The general session will begin at 4:30 p.m.; the meeting was called order and then the Board entered into an executive session. The general session resumed following the executive session. The Board will did its best to adhere to posted time frames, but times may have varied. 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; extended to 2025. Meetings are recorded events. The agenda is subject to revision; all agendas are posted at Town Hall. To receive an electronic copy of the agenda, register for the Town of Falmouth's Agenda center (Notify Me system at <https://www.falmouthma.gov/list.aspx>). The public were invited to join in the FHA's general session meeting by going to:

Link: <https://us02web.zoom.us/j/85225504393>

Meeting ID: 852 2550 4393

Audio Access: 1-646-558-8656

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MEMBERS PRESENT: Stephen Patton  
Patricia Favulli (logged on at 4:42 p.m.)  
Michael Galasso  
Kathleen Haynes (logged off at 5:41 p.m.)  
Robert Mascali (logged off at 5:38 p.m.)

STAFF PRESENT: Bobbi Richards, Executive Director  
Charles Starr, Fiscal Officer

OTHERS PRESENT: Maureen McIver, Recording Secretary  
Jason Norton, AFSCME  
Chris Kicza, Winslow Architects  
John Roberts, AFSCME  
Sheila Kearns, AFSCME

Elizabeth Saito

Greg Siroonian, Rescomm

OPEN SESSION

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

EXECUTIVE SESSION

1. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares.

Resolution 2024-032

Kathleen Haynes moved to go to executive session at 4:30 p.m.. Robert Mascali seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Kathleen Haynes-aye

Robert Mascali-aye

4 Ayes (Patton, Galasso, Haynes, Mascali)

0-Nays

MOTION CARRIED

RETURN TO OPEN SESSION

At 5:33 p.m. the regular session resumed. Items requiring a vote were prioritized.

Items requiring discussion and votes:

- FY24 HUD Fair Market Rents and FHA Payment Standards – vote

Bobbi Richards explained that the change is not just for Falmouth but for the whole metropolitan . Funds are still available and these can be offered to any landlord in FHA’s metropolitan area. Bobbi Richards recommended to the Board to accept the HUD Fair Market Rents as presented, and the FHA payment standards at the same values accepted for the previous year – these values represent approximately 108-110% of the HUD Fair Market Rents.

Resolution 2024-034

Robert Mascali moved to adopt the 2024 HUD Fair Market Rents and FHA Payment Standards as presented. Patricia Favulli seconded.

A roll call vote was taken:

Steve Patton -aye

Patricia Favulli-aye

Kathleen Haynes-aye

Robert Mascali-aye

Michael Galasso-abstained

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

-HAP payments and bills (August and September 2023) – vote

Resolution 2024-035

Robert Mascali moved to accept the HAP payments and bills for August and September 2023.

Patricia Favulli seconded.

A roll call vote was taken:

Steve Patton -aye

Patricia Favulli-aye

Kathleen Haynes-aye

Robert Mascali-aye

Michael Galasso-abstained

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

-Minutes of Executive Session, August 28, 2023 – vote

Resolution 2024-036

Patricia Favulli moved to approve but hold the Minutes of the Executive Session, August 28, 2023. Michael Galasso seconded.

A roll call vote was taken:

Steve Patton -aye

Robert Mascali-aye

Kathleen Haynes- abstained

Michael Galasso-aye

Patricia Favulli-aye

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

-Minutes of Special Session, August 28, 2023 – vote

Resolution 2024-037

Patricia Favulli moved to approve the minutes of Special Session, August 28, 2023. Michael Galasso seconded.

A roll call vote was taken:

Steve Patton -aye

Robert Mascali-aye

Kathleen Haynes-abstained

Michael Galasso-aye

Patricia Favulli-aye

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

3. Minutes of Executive Session, September 25, 2023 – vote

Resolution 2024-038

Patricia Favulli moved to approve but not release the Executive Session, September 25, 2023 minutes. Michael Galasso seconded.

A roll call vote was taken:

Steve Patton -aye

Kathleen Haynes-aye

Michael Galasso-aye

Patricia Favulli-aye

Robert Mascali-abstained

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

-Minutes of General Session, September 25, 2023 - vote

Resolution 2024-039

Patricia Favulli moved to approve the General Session minutes from September 25, 2023 Michael Galasso seconded.

A roll call vote was taken:

Steve Patton -aye

Kathleen Haynes-aye

Michael Galasso-aye

Patricia Favulli-aye

Robert Mascali-abstained

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

Michael Galasso asked about posting of the minutes. This item will be placed on a future agenda.

- Maintenance department review of portfolio

Michael Coffey texted at approximately 5:20 p.m. to state that he was at a site and note available to attend the Board meeting. Steve Patton urged that attendance of the maintenance director be a priority.

-Harborview Bathroom Repair:

Chris Kicza presented photos documenting the extensive repair to the bathroom which made it ADA compliant. Significant irregularities were discovered as the work was done resulting in costs greater than 10% of the proposed cost. Chris Kicza supported the changes as fair, warranted, and reasonable.

Bobbi Richards reported that the tenant is very happy with the work.

Patricia Favulli noted that this project yielded helpful information about the piping in Harborview.

Both maintenance and Bobbi Richards did a walkthrough when the work was completed.

Four votes were required:

Resolution 2024-040

Michael Galasso moved to approve change order #1. Patricia Favulli seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Patricia Favulli-aye

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

Resolution 2024-041

Michael Galasso moved to approve change order #2. Patricia Favulli seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Patricia Favulli-aye

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

Resolution 2024-042

Patricia Favulli moved to approve the substantial completion of the project. Michael Galasso seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Patricia Favulli-aye

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

Resolution 2024-043

Michael Galasso moved to approve the final completion and release of funds for the project.

Patricia Favulli seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Patricia Favulli-aye

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

-EOHLC 130 Edgewater, 38 Marshal:

Greg Siroonian, of RESCOM Architectural reported on work done at these EOHLC properties that exceeded the 10%. Asbestos had been found in the drywall and the electrical system was not up to code. Smoke detectors were not wired correctly. All involved agreed that corrections needed to be made if they presented a hazard.

Michael Galasso said that he does selective demolition with his projects to avoid cost overruns.

Patricia Favulli noted that EOHLC did not pick up on these issues prior to the project's start either. The work has been completed and EOHLC has approved.

Resolution 2024-044

Patricia Favulli moved to approve the work done at 38 Marshall for \$30,404.77. Michael Galasso seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Patricia Favulli-aye

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

Michael Galasso wished to discuss how to improve the process.

#### Resolution 2024-045

Patricia Favulli moved to approve the changes done at 130 Edgewater for \$32,062.21 Michael Galasso seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Patricia Favulli-aye

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

#### -Recognition, Announcements and Public Comments

Elizabeth Saito introduced herself as a reporter from the Falmouth Enterprise.

-Leased housing report for August and September 2023: Leslie Pearce was out sick but the report was reviewed.

Media policy: Commissioners should review for discussion at a future meeting.

-EOHLC Commissioner-required training: Every commissioner is required to take the training.

-Executive Director review of portfolio

- The FHA was sad to lose a staff member to another state office; however FHA could not match the offer presented to said employee.
- Bobbi Richards will present at the Town of Falmouth Housing Workshop on October 23.
- The CCRT has been contacted about the bus stop outside of Tatakot being used as shelter by homeless people.
- The ACs in the administration building have just been replaced. Carpeting in Harborview is being replaced. Electric panels at Rose Morin are out for bid.
- The Leased Housing Supervisor found \$90,000 in an audit regarding a quit claims deed.
- The Enterprise requested an interview with Bobbi Richards to be done on Wednesday.
- Bobbi Richards will present at the AEHS (Association for Environmental Health and Sciences) Foundation's 39th Annual International Conference on Soils, Sediments, Water and Energy" – October 18, 2023.

-Increase daily ACH limit - vote

No quorum.

-Members and Meeting Dates Requested for Finance Committee and Properties Redevelopment Committee: To be checked for compliance with open meeting law.

Items for the next agenda: Posting of minutes

Resolution 2024-046

At 6:34 p.m. Michael Galasso moved to adjourn. Patricia Favulli seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Patricia Favulli-aye

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

Relevant Documents

Draft Minutes of 8/28/23 – Executive Session

Draft Minutes of 8/28/23 – Special Session

Draft Minutes of 9/25/23 - Executive Session

Draft Minutes of 9/25/23 – General Session

Final Amicus Brief filed by Flynn Law & Associates regarding Executive Directors

State PMR Review 2023

PHN 2023-17 Vacancy Initiative

Change order tracking for 130 Edgewater (Rescomm and Zander Corporation)

Change order tracking for 38 Marshall (Rescomm and Zander Corporation)

FHA Medial Policy 2019

Federal and State Occupancy Report for September and October 2023

Leased Housing Summary for October 2023

FHA recommended payment standards for 2024

2024 HUD Fair Market Rents

Unit 103-Harborview Change Orders & Billing

Increase in daily ACH limits

HAP payments and bills