FALMOUTH HOUSING AUTHORITY

COMMISSIONERS GENERAL SESSION BOARD MEETING MINUTES

Thursday, June 22, 2023

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The Falmouth Housing Authority conducted a General Commissioners Board Meeting on Thursday, June 22, 2023. 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 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, extended to 2025.

The public were invited to join in the general session meeting by going to: Link: https://us02web.zoom.us/j/88275669140 Meeting ID: 882 7566 9140 or via Audio Access: 1-646-558-8656 Meeting ID: 882 7566 9140

MEMBERS PRESENT: Patricia Favulli

Michael Galasso

Kathleen Haynes

Robert Mascali (left at 5:18 p.m.)

Stephen Patton

STAFF PRESENT: Bobbi Richards, Executive Director

Charles Starr, Fiscal Officer

OTHERS PRESENT: Laura Bancroft

OPEN SESSION

At 4:30 p.m. Patricia Favulli called the meeting to order and read regulations for remote meetings.

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.

2. To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

Resolution 2023-110

Michael Galasso moved to go to executive session. Robert Mascali seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Stephen Patton -aye

Robert Mascali-aye

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

GENERAL SESSION

At 4:36 p.m. the Commissioners returned to Open Session

Approval of Minutes - Special Session Minutes of 6/1/23 – VOTE

Resolution 2023-112

Steve Patton moved to accept the Special Session Minutes of 6/1/23 as written. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Stephen Patton -aye

Robert Mascali-aye

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

Public Comments

-Change of name: DHCD (Department of Housing & Community Development) to EOHLC (Executive Office of Housing and Livable Communities): Bobbi Richards called attention to the change of name.

-Bobbi Richards announced that the Rotary Day of Play would take place on July 8th from 11-3. The FHA will have a booth and hand out applications. Commissioners were welcomed to attend and/or volunteer.

Robert Mascali offered thanks to Bobbi Richards for initiating this community event for the Rotary Club of Falmouth.

Maintenance Department update and portfolio review

-DHCD 096077 Kennedy Bid Package (procurement by EOHLC) to replace existing a/c

system at Bayberry House, $64,495.00 – VOTE

Bobbi Richards noted that this project has been in the works for 3 years. A construction schedule was received but it is not part of the bid process.

Michael Galasso asked how a construction schedule could be made a part of the bid process. Should the FHA refuse the bids? It was noted that this is the way the EOHLC runs the procurement process and repeated efforts to change this have not resulted in success so far. Refusing to participate would only hurt the FHA and tenants. The commissioners determined that a reasonable course of action would be to draft language with concerns including, a 36–40-week period to complete projects, lack of funding, the schedules issue, and send it to the new EOHLC director.

Resolution 2023-113

Steve Patton moved to accept the Kennedy Bid Package to replace existing a/c system at Bayberry House for $64,495. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Stephen Patton -aye

Robert Mascali-aye

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

Michael Galasso added that he would like to see more local contractors bidding. He thought that the FHA needed to reach out to them and let them know they were welcomed to bid. An open house may be a good idea. Bobbi Richards noted that if the work to be done is less than $50,000, outreach is to locals only. Steve Patton noted that paperwork and wages are a deterrent to bidders.

Bobbi Richards explained that a vote is required to accept the ARPA funds.

-ARPA Funding Award, $161,764.00 – VOTE

Resolution 2023-114

Robert Mascali moved to sign off on the ARPA award for $161,764. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Stephen Patton -aye

Robert Mascali-aye

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

-ARPA Funding Award, $30,000.00 – VOTE

Resolution 2023-115

Robert Mascali moved to sign off on the ARPA award for $30,000. Steve Patton seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Stephen Patton -aye

Robert Mascali-aye

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

Report of the Fiscal Officer

-Payment of bills and HAP payments – VOTE

Resolution 2023-116

Steve Patton moved to accept the payment of bills and HAP payments. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-abstain

Kathleen Haynes-aye

Stephen Patton -aye

Robert Mascali-aye

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

-Review of monthly financials (February and March 2023), public housing aging reports:

Chuck Starr reported that initially, for the third quarter, the balance was down by $31,000. Now, near the end of the quarter the balance is down by about $183,000 due to expenses such as mold remediation, the floods mentioned below and subsequent housing of tenants while repairs are made. Units that are turned often require repairs. Bobbi Richards said that the 5-year Capital Plan is being reworked to deal with deficits.

Bobbi Richards noted that the town has sent the FHA a letter regarding hoarding issues at Salt Sea. A dumpster was placed at the property but no one used it. Help is offered but evictions are an option if this is not accepted. Patricia Favulli suggested contacting the town hoarding task force for help.

Report of the Executive Director

-Leased housing report: Bobbi Richards reported that there were no vacancies in the state housing except for those off line. Two or three units were flooded by tenants. Since the floods were likely accidental, tenants can not be held accountable and FHA takes on responsibility for repairs.

-Needs Assessment Study: In July, two agencies will give presentations. Bobbi Richards explained that more funds were offered to do more and so a company will be hired to synthesize all the elements.

-Utility Study – VOTE

Bobbi Richards reported that Nelrod could incorporate the additional information requested by Michael Galasso into the study. The cost would be $99 per hour and would take an estimated 7 hours. It was noted there were probably not enough landlords to justify this cost and that the general consumption type of study that has been done over the years would be sufficient.

Michael Galasso used the same company so it was thought appropriate that he abstain.

Resolution 2023-117

Steve Patton moved approve the utility allowance effective October 1, 2023. Kathleen Haynes seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-abstain

Kathleen Haynes-aye

Stephen Patton -aye

Robert Mascali-aye

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

-Formation of subcommittee to study the redevelopment of the FHA properties

The Board agreed that the formation of subcommittee to study the redevelopment of the FHA properties was a good idea.

-Reorganization and streamlining of the meeting agenda(s): The board agreed that it would try to place items requiring a vote and/or some discussion near the beginning of the meeting.

Reports of Special committee appearances

-Robert Mascali – Cape Cod Commission: No report.

Next meeting agenda items due by 7/10/23

Resolution 2023-118

At 5:31 p.m. Kathleen Haynes moved to adjourn. Michael Galasso seconded.

A roll call vote was taken:

Patricia Favulli-aye

Michael Galasso-aye

Kathleen Haynes-aye

Stephen Patton -aye

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

Relevant Documents

Change of name document: DHCD (Department of Housing & Community Development) to

EOHLC (Executive Office of Housing and Livable Communities)

Kennedy Bid Package Project No. 096077

Maintenance Vacancy Report for June 2023

Draft Minutes of Special Session 6/1/23

Draft Utility Allowances

Leased Housing Summary for June 2023