

Falmouth Housing Authority Special Session Draft Minutes
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The Falmouth Housing Authority conducted a Special Session Commissioners Board Meeting on Thursday, May 27, 2021 at 4:30 p.m. 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 able to join in the meeting by going to:
<https://us02web.zoom.us/j/82859979381>; Meeting ID: 828 5997 9381 or dial 1-646-558-8656, Meeting ID: 828 5997 9381; and follow the instructions to join virtual meeting.

MEMBERS PRESENT: Patricia Favulli
Robert Mascali
Stephen Patton
Michael Galasso

STAFF PRESENT: Bobbi Richards, Executive Director
Kimberly Conn, Fiscal Officer

OTHERS PRESENT: Laura Bancroft

OPEN SESSION

Call to Order

At 4:30 p.m. Patricia Favulli called the meeting to order. She welcomed new commissioner Michael Galasso, who confirmed that he had been sworn in at town hall on Monday.

Approval of Minutes of General Session – 5/11/21

Resolution 2020-189

Steve Patton moved to approve as written. Robert Mascali seconded.

3-Ayes (Favulli, Mascali, Patton)

0-Nays

MOTION CARRIED

New Business

-Resignation of Kimberly Conn, Fiscal Officer

Ms. Richards said that Ms. Conn's last day would be June 11th. The Commissioners thanked Ms. Conn for her service. The position of Fiscal Officer will be advertised in the Boston Globe, the Enterprise and the Cape Cod Times; fee accountants, HUD and DHCD have been notified.

-Ms. Richards welcomed Michael Galasso, new board member. She reported that she had worked for Michael Galasso's sister-in-law many years ago in California but met Mr. Galasso

after moving to the Cape. Ms. Richards said that she would need his appointment letter issued by the town. Michael Galasso stated that he would provide Ms. Richards with a copy of the appointment letter.

Report of the Maintenance Department

- a. PCO #13 – MCI – Replace piping at Sprinkler Room – Harborview Piping Project - \$6,284.44 -VOTE
- b. PCO #14 - MCI – Remove and replace water piping at 2nd flr boiler room – Harborview Piping Project, \$8,933.53 - VOTE
- c. PCO #16 – MCI – Install continuous framing and GWB at concealed cavity at stairwell partitions - \$15,622.52 – VOTE

Regarding the 3 change orders above, Ms. Richards called attention to the architect's summary. She noted that she supported the proposed changes. By way of explanation to Michael Galasso, she said that certain change orders were skipped because of occasions where it was determined that the change was not a necessary requirement and so would not be presented to the board.

Michael Galasso said that his perspective was that of a developer and contractor. Michael Galasso asked if he could tour the site. Ms. Richards agreed but that any comments he may have should be saved for the open meeting. Patricia Favulli said that a staff member would accompany Michael Galasso on the tour.

Michael Galasso asked about the change order process.

Ms. Richards explained that there were weekly meetings with the architects. Any potential changes were evaluated for being necessary or not. If deemed needed, the changes were presented to the board and approved or not by the board. Change orders are submitted in advance of work done. If an emergency repair was necessary, Ms. Richards would approve and then present to the board. These change orders are not emergencies but things the architects think are important to do before the project closes. There is no clerk of the works but the architects have hired their own specialists to be on site including a plumbing company, engineers, a special consultant who has been involved in with some of the other housing authorities across Massachusetts who have had the same type of pipe failures.

Michael Galasso had concerns with each of the three PCOs including labor and materials charges that were not consistent.

Ms. Richards said that she would be happy to call a special meeting with the architects available on the call to answer questions.

Patricia Favulli asked about the all-day shut off. Ms. Richards said that this had had to be done on other occasions. Tenants are given advanced notice and offered bottled water. No vote was taken on the 3 change orders and a Special Session will be held to address them at a later date.

Ms. Richards reported that the FHA would open to the public on July 1. The goal is to keep staff safe and be responsible to the public. Zoom will end soon with the June meeting via Zoom and the July meeting likely in person. A question has been submitted to legal regarding whether masks can be mandated in buildings.

b. Federal public housing five-year and annual plan – VOTE

Ms. Richards reiterated that the most important consideration with the plan is that all anticipated projects are included; values are a lesser consideration because funding sources fluctuate and if projects are included, they may be more easily considered since adding a new project requires a public hearing; thus, a more involved process. Ms. Richards shared those plans are reviewed every year. Based on public comment, review of maintenance history, this is a reasonable plan.

Resolution 2020-192

Steve Patton moved to approve the Federal public housing five-year and annual plan. Robert Mascali seconded.

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

Resolution 2020-193

At 5:33p.m. Steve Patton moved to adjourn. Robert Mascali seconded.

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

Relevant Documents

Minutes of 5/11/21

Architect's Summary of Change Orders (PCO #'s 13, 14, 16

Revised Draft HUD Capital Fund Program – Five-Year Action Plan

Cable Bulk Bill Agreement for Harborview, Tataketa, Rose Morin, Choate and Salt Sea

HUD PIH 2021-14(HA) – COVID-19 Statutory and Regulatory Waivers and Alternative Requirements for Public Housing, Housing Choice Voucher (including Mainstream and Mod Rehab), Indian Housing Block Grant and Indian Community Development Block Grant programs, Suspension of Public Housing Assessment System and Section Eight Management Assessment Program, Revision 3