

FALMOUTH HOUSING AUTHORITY
COMMISSIONERS BOARD MEETING MINUTES

Thursday, January 28, 2021 at 4:30 p.m.via Zoom
115 Scranton Avenue Falmouth, MA 02540
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www.falmouthhousing.org

The Falmouth Housing Authority conducted Special Session Commissioners Board Meeting on Thursday, January 28, 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 invited to join in the meeting by going to: <https://us02web.zoom.us/j/89651558148>; Meeting ID: 896 5155 8148; or dial 1-646-558-8656, Meeting ID: 896 5155 8148; and following the instructions to join virtual meeting.

MEMBERS PRESENT: Patricia Favulli
Linda Howard
Stephen Patton

MEMBERS ABSENT: Robert Mascali

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

OTHERS PRESENT: Laura Bancroft

Call to Order

Ms. Favulli called the meeting to order at 4:31 p.m.

Public and tenant representative comments - None

Report of the maintenance department

Harborview and Tatakset piping projects – HUD Grant Award - \$2,831,553.00

Ms. Richards explained that notification was received that the grant had been awarded to FHA for the Harborview and Tatakset piping projects. Ms. Richards was not clear whether or not a vote of acceptance for this size grant was needed; but requested a vote nonetheless.

Resolution 2020-140

Mr. Patton motioned to accept the HUD Emergency Safety and Security Grant for the Harborview and Tatakset Piping project in the amount of \$2,831,553.00. Ms. Howard seconded.
3-Ayes (Favulli, Howard, Patton) 0-Nays MOTION CARRIED

Harborview administrative office generator – Fall River Electrical Associates – Substantial Completion and release of check no. 044810 - \$61,807.92

Ms. Richards explained that the initial project's bid award for was for \$62,818.00 and the initial invoice was close to that amount (\$61,807.92). Although the housing authority drafted a check for this amount, it also prompted the housing authority to request that a Certificate of Substantial Completion be provided; the check was held. The housing authority requests a vote for the Substantial Completion as well as the release of the check drafted to pay the initial invoice in the amount of \$61,807.92.

Resolution 2020-141

Mr. Patton moved to approve the Substantial Completion of the Harborview Administrative Generator project. Ms. Howard seconded.

3-Ayes (Favulli, Howard, Patton) 0-Nays

MOTION CARRIED

Resolution 2020-142

Mr. Patton moved to approve the release of check no. 044841, in the amount of \$61,807.92, to Fall River Electrical Associates. Ms. Howard seconded.

3-Ayes (Favulli, Howard, Patton) 0-Nays

MOTION CARRIED

Report of the Executive Director

-Portfolio update

Ms. Richards informed the board that a boiler at the Tatakot property is leaking and will likely require replacement. Ms. Howard asked if the Emergency Safety and Security grant funds could be used for the boiler replacement, Ms. Richards stated that it could not be used for this purpose however there are monies available in the capital plan to cover the replacement. Ms. Pearce provided background information regarding the discovery of the leak and work performed by Ms. Richards and Ms. Pearce to provide alternate housing offers to tenants affected by the lack of hot water. The plumbing company was able to repair the leak temporarily, which allows the housing authority time to procure a replacement. Ms. Favulli clarified whether procurement of three (3) quotes was required because it was an emergency item. Ms. Richards stated that the repair provided by the plumbing company provided the housing authority time to go through procurement.

Request for Special Session Meeting – Thursday, February 4, 2021 at 4:30 p.m. to discuss: Ms. Richards has requested a special session to discuss a revised HUD form 52190 for the Declaration of Trust as well as the full budget for the housing authority, not only the annual state budget as listed on the agenda. Mr. Patton, Ms. Howard and Ms. Favulli stated they were available for the session as requested.

Resolution 2020-143

At 4:44 p.m. Mr. Patton moved to adjourn. Ms. Howard seconded.

3-Ayes (Favulli, Howard, Patton) 0-Nays

MOTION CARRIED

Relevant Documents

Notice of Award from HUD regarding Harborview Piping project

Certificate of Substantial Completion – Fall River Electrical Associates

Check No. 044841 to Fall River Electrical Associates, Application and Certificate for Payment