

FALMOUTH HOUSING AUTHORITY - COMMISSIONERS
SPECIAL BOARD MEETING MINUTES
Wednesday, September 11, 2024
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The Falmouth Housing Authority conducted a Special Session Commissioners Board Meeting on Wednesday, September 11, 2024. 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/81382021013> Meeting ID: 813 8202 1013 Audio Access: 1-646-558-8656 Meeting ID: 813 8202 1013

MEMBERS PRESENT: Stephen Patton
Michael Galasso
Kathleen Haynes
Jack Richardson (arrived a few minutes after 4:30 p.m.)

STAFF PRESENT: Bobbi Richards, Executive Director
Benjamin Banako, Fiscal Officer
Kevin Donovan, Maintenance Supervisor

OTHERS PRESENT: David Pollak, Abacus Architects, Jeb Bonnett – AEI Consultants,
Julia Patten – Abacus Architects, Jacob Murray – Waterfield
Design Group, George Comatas – Norian Siani Engineering, and
Maureen McIver – Independent Recording Secretary.

OPEN SESSION

At 4:30 p.m., noting a quorum of Kathleen Haynes, Michael Galasso, and himself, Stephen Patton called the meeting to order reviewing regulations for virtual meetings. He requested that the meeting be limited to the presentation and discussion of the needs assessment.

Resolution 2025-027

Michael Galasso moved that this meeting be limited to the presentation by Abacus.

A roll call vote was taken:

Stephen Patton -aye

Michael Galasso-aye

Kathleen Haynes-aye

3-Ayes (Patton, Galasso, Haynes) 0-Nays

MOTION CARRIED

Capital Needs Assessment – presented by Abacus Architects

David Pollak of Abacus Architects introduced the team that worked on the document: Abacus Architects and Planners, AEI Consultants, Waterfield Design Group, and Norian Siani Engineering.

He reviewed the Executive Summary including methodology used to create this greater than 2,500-page report. Time was spent in the basement of FHA, reviewing documents which were scanned, organized, and collated. All construction documents are now digitized and available to FHA. AEI spent 2 weeks inspecting units. A resident survey was conducted.

Needs were categorized as critical, involving either life safety or accessibility issues, or non-critical, being deemed beyond a remaining useful life (RUL). Critical needs were to be done in years 0-3 of a 20-year schedule. Costs for years 0-3 was estimated to be \$6.5 million. The properties appear to be in overall good to fair condition. If properties are maintained at the current level being provided, it is expected they have a RUL of not less than 50 years.

Jeb Bonnett of AEI reviewed critical repairs and big-ticket items for each property. Some of the items listed, such as Tatakot walkways had already been funded and construction was underway. Accessibility issues were discussed; if the properties are federalized, this would get FHA close to 5% of units that are accessible. Corner units at Rose Morin are being considered for accessibility. It was thought that the emergency pull cords at Salt Sea are no longer required. Ventilation issues at Harborview are being worked on; the 5-year plan was reopened and funding is difficult especially because of the million-dollar project underway at Tatakot.

Cost estimates are based on a historical list of prices. Prices on the Cape are about 15% more than the average.

Bobbi Richards noted that with this final version of the report, this team's work is done. It was thought that the intent of the study was to provide guidelines, a road map of priorities. Before the assessment was done, it was sometimes thought that things were falling apart. It may be helpful for the state to see the report and note discrepancies such as their opinion that Salt Sea buildings did not need new shingles and this assessment that thought they did.

Michael Galasso stated it may be good public relations for the Executive Director to present the report to the Select Board. Bobbi Richards shared that it was her understanding that FHA has to be invited to a Select Board meeting for a presentation; a copy of the report when finalized will be sent to Peter Johnson-Staub, who has been the contact for the project at Town Hall.

Resolution 2025-028

At 5:50 p.m. Kathleen Haynes moved to adjourn. Jack Richardson seconded.

A roll call vote was taken:

Stephen Patton – aye

Michael Galasso – aye

Kathleen Haynes – aye

Jack Richardson - aye

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

Relevant Documents

Final Report as prepared by AEI; Executive Summary from Abacus Architects regarding Capital Needs Assessment of the Falmouth Housing Authority portfolio