

TAUNTON HOUSING AUTHORITY
MINUTES OF THE REGULAR MEETING
OF MAY 17, 2023

The members of the Taunton Housing Authority (THA) met for a Regular Meeting at 30 Olney Street in the City of Taunton at 3:15 p.m. on May 17, 2023.

The meeting was called to order by the Chairperson, and, upon roll call, those members present and absent was as follows:

PRESENT: F. Roger Hoffmann
Arthur Lopes
Lillian Ricketts
Alison Rosa

ABSENT: Alan Pelletier

The Chairperson introduced the first item of the Agenda.

The first item on the agenda was the minutes of the Regular Meeting held on March 15, 2023.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to accept the minutes of the Regular Meeting held on March 15, 2023

The next item on the agenda was the Bill Schedule.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to accept the Bill Schedule

The next item on the agenda was the Site Manager's Reports

Upon a motion made by Ms. Ricketts, seconded by Ms. Lopes, it was unanimously

VOTED: to accept the Site Manager's Reports

The next item on the agenda was the Leased Housing Report.

Upon a motion made by Ms. Ricketts, seconded by Mr. Lopes, it was unanimously

VOTED: to accept the Leased Housing Report

The next item on the agenda was the Resident Services Report.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to accept the Resident Services Report

The Chairperson moved to the Executive Director's Report.

Ms. Doherty gave the Board an update on two recent hires, the first one for the ROSS Coordinator position, Ms. Gabrielle Sousa, who started last Monday. She has already met some residents and is doing case management on

Federal Programs. We are hopeful she's a good fit for this position. The second was for the Finance Specialist position, Ms. Dana DaCosta, who will be helping our Finance Director, Donna DeFaria. Mr. Hoffmann had a question regarding the work the Agency does in Bridgewater and Stoughton Housing Authorities. Ms. Doherty gave her response and added that the Agency will also be assisting Avon Housing Authority soon.

Ms. Doherty has met with the Avon Housing Authority, and is touring the Foxboro Housing Authority tomorrow, although a formal management agreement has not been submitted yet. The THA has had multiple audits, and the Executive Director will be going to the Quincy Housing Authority, to look into streamlining management agreements. Mr. Lopes showed his concern regarding the Taunton Housing Authority's (THA) employees and the amount of work that is given to them by all the multiple housing authorities. He had questions regarding the acquisition of multiple management agreements with multiple housing authorities and the effect it may have on the THA staff. Ms. Doherty believes once the agencies that are being taken on are in a good place, it shouldn't be a burden on staff. Mr. Lopes was also concerned about staff being burnt out. He wants to make sure that the THA staff is being taken care of. Ms. Doherty would like to keep communication open with staff, to make sure that everyone is ok and able to do the job. Even though some employees are not looking to move forward with other agencies, she feels that most staff are happy with the work from the other agencies. Also, some THA employees have approached her because they wish to learn more about managing an agency. A Leased Housing Specialist will also be hired to help that department with the additional workload. Ms. Ricketts mentioned that she went to a seminar and learned that there are a lot of Housing Authorities that go into management agreements.

Upon a motion made by Mr. Lopes and seconded by Ms. Ricketts, it was unanimously

VOTED: to approve the Executive Director's Report

The Chairperson moved to Public Input.

There was no public input.

The Chairperson moved to New Business.

The first item under New Business was the Quarterly Reports.

The Executive Director recommended that the Board approve the Quarterly Reports as presented.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to approve the Quarterly Reports as presented

The next item under New Business was the Avon Housing Authority Management Agreement.

The Executive Director recommended that the Board allow her to sign a 5-Year Management Agreement with the Avon Housing Authority.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to allow Ms. Doherty to sign a 5-Year Management Agreement with the Avon Housing Authority

The next item under New Business was the Contract for Appliances.

The Executive Director recommended that the Board award the Contract for Appliances to Kahian's in the amount of \$23,109.60 for Refrigerators and Stoves.

Upon a motion made by Mr. Lopes, seconded by Mr. Hoffmann, it was unanimously

VOTED: to award the Contract for Appliances to Kahian's

The next item under New Business was the Contract for Electrical Panels Replacement at Massasoit Apartments and Presbrey Court.

The Executive Director requested that the Board award the Contract for Electrical Panels Replacement at Massasoit Apartments and Presbrey Court to WS Anderson in the amount of \$128,682.00.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to award the Contract for Electrical Panels Replacement at Massasoit Apartments and Presbrey Court to WS Anderson

The next item under New Business was the Contract for Sprinkler Services.

The Executive Director requested that the Board award the Contract for Sprinkler Services to Rustic Fire Protection, Inc. in the amount of \$4,075.00.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to award the Contract for Sprinkler Services to Rustic Fire Protection, Inc.

The next item under New Business was the Sprinkler Testing and Repair Services Contract.

The Executive Director requested that the Board approve a not to exceed \$25,000 to the awarding Sprinkler Testing and Repair Services Contractor.

Upon a motion made by Mr. Hoffmann, seconded by Mr. Lopes, it was unanimously

VOTED: to approve a not to exceed \$25,000 to the awarding Sprinkler Testing and Repair Services Contractor

The next item under New Business was the Change Order for Fire Alarm/Carbon Monoxide Upgrade.

The Executive Director requested that the Board table the Change Order for Fire Alarm/Carbon Monoxide Upgrade.

Upon a motion made by Mr. Hoffmann, seconded by Mr. Lopes, it was unanimously

VOTED: to table Change Order for Fire Alarm/Carbon Monoxide Upgrade

The next item under New Business was the Contract for the Design of New Parking Lot at Maintenance Facility.

The Executive Director requested that the Board award Contract for the Design of New Parking Lot at Maintenance Facility to GCG Associates in the amount of \$21,800.

Upon a motion made by Mr. Hoffmann, seconded by Ms. Rosa, it was unanimously

VOTED: to award Contract for the Design of New Parking Lot at Maintenance Facility to GCG Associates

The next item under New Business was the Contract for Lawn Care Services.

The Executive Director requested that the Board award the Contract for Lawn Care Services to B & M Maintenance in the amount of \$61,150.

Upon a motion made by Mr. Hoffmann, seconded by Mr. Lopes, it was unanimously

VOTED: to award the Contract for Lawn Care Services to B & M Maintenance

The next item under New Business was the Contract for Abatement Services.

The Executive Director requested that the Board award the Contract for Abatement Services to Acqua Environmental in the amount of \$102.00.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to award the Contract for Abatement Services to Acqua Environmental

The next item under New Business was the Certificate of Substantial Completion for Floor Replacement at 27-29 Wales Street.

The Executive Director requested that the Board approve the Certificate of Substantial Completion for Floor Replacement at 27-29 Wales Street.

Upon a motion made by Ms. Ricketts, seconded by Ms. Rosa, it was unanimously

VOTED: to approve the Certificate of Substantial Completion for Floor Replacement at 27-29 Wales Street

The next item under New Business was the Certificate of Final Completion for Floor Replacement at 27-29 Wales Street.

The Executive Director requested that the Board approve the Certificate of Final Completion for Floor Replacement at 27-29 Wales Street.

Upon a motion made by Ms. Ricketts, seconded by Ms. Rosa, it was unanimously

VOTED: to approve the Certificate of Final Completion for Floor Replacement at 27-29 Wales Street

The next item under New Business was the Contract for New Truck/Van.

The Executive Director requested that the Board approve a contract not to exceed the amount of \$60,000.

Upon a motion made by Mr. Lopes, seconded by Ms. Rosa, it was unanimously

VOTED: to approve a contract not to exceed the amount of \$60,000

The next item under New Business was the Change Order #4 for Accessible Unit Upgrade at John Shea of the Replacement of Main Breaker.

The Executive Director requested that the Board approve the Change Order #4 for Accessible Unit Upgrade at John Shea of the Replacement of Main Breaker in the amount of \$2,118.90.

Upon a motion made by Ms. Rosa, seconded by Ms. Ricketts, it was unanimously

VOTED: to approve the Change Order #4 for Accessible Unit Upgrade at John Shea of the Replacement of Main Breaker

The next item under New Business was the Change Order to Replace Floor Tiles.

The Executive Director requested that the Board approve the Change Order to Replace Floor Tiles.

Upon a motion made by Ms. Ricketts, seconded by Mr. Lopes, it was unanimously

VOTED: to approve the Change Order to Replace Floor Tiles

The last item under New Business was the No Cost Change Order to extend the completion date for the Vacant Accessible Unit Improvement.

The Executive Director requested that the Board approve the No Cost Change Order to extend the completion date for the Vacant Accessible Unit Improvement.

Upon a motion made by Mr. Lopes, seconded by Ms. Ricketts, it was unanimously

VOTED: to approve the No Cost Change Order to extend the completion date for the Vacant Accessible Unit Improvement

The Chairperson moved to Old Business

There was no Old Business

Other Business: The Chairperson moved to Other Business for consideration of any matter not known about or which could not have been reasonably foreseen within 48 hours of this meeting.

Upon a motion made by Mr. Hoffmann, seconded by Mr. Lopes, it was unanimously

VOTED: to adjourn the meeting at 3:50 p.m.

Date of Next Meeting: Wednesday, June 21, 2023, at 3:15 p.m.

Place of Next Meeting: 30 Olney Street
Taunton, MA