

TAUNTON HOUSING AUTHORITY

MINUTES OF THE REGULAR MEETING OF DECEMBER 18, 2024

The members of the Taunton Housing Authority (THA) met for an Annual Meeting 15 West Britannia Street in the City of Taunton at 3:15 p.m. on December 18, 2024.

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
Lillian Ricketts
Arthur Lopes
Alison Rosa

ABSENT:

The Chairperson introduced the first item on the Agenda, the Consent Agenda.

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

VOTED: To approve the Consent Agenda

The Chairperson moved to the Executive Director's Report.

The Executive Director began her report by informing the Board that the Bristol Plymouth Vocational High School is currently constructing four additional offices in the RCAT location, they have a good level of experience.

She continued her report with an update on the Paul Bunker Drive community center project, which is set to commence with a kick-off meeting for phase 1 planning and demonstration work and is expected to be a long-term project.

Ms. Doherty closed her report with information on this month's festivities. This year, work has been incredible, with celebrations held at all the project sites, including activities for the elderly. The public has shown great generosity, contributing between \$9,000 to \$11,000. Additionally, each teenager received a \$50 gift card, bringing joy to all kids. Furthermore, parents visited us and shopped, ensuring that they could have gifts under the tree for their children.

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

VOTED: to approve the Executive Director's Report

The Chairperson moved to New Business.

The first item under New Business was the Annual Budget.

Ms. Doherty gave a brief explanation of the budget. The state budget has experienced a positive 12% increase in the overall bottom line, which is indeed good news. The reserve balance for the state has consolidated to 26%, and there is an expectation for the state to provide a bump. Additionally, other reserves are showing improvement, and there may be additional funding offered to exceed the 30% mark. A significant portion of the costs are attributed to contract expenses, particularly with the substantial increase in insurance costs last year. This has resulted in a setback, compounded by the overall condition of the building, leading to a tight budget in the upcoming period, especially within the operating fund. However, there is anticipation of more capital funding that will commence in July, marking an interesting change for the year, hopefully with more positive developments than negative ones. Another significant consideration is the proposal for a 5% raise, including maintenance, or a \$5,000 bonus, with almost an equal split between the options for the employees,

providing them with valuable choices. Also, for the first time this year, employees could receive a \$5,000 incentive if they opt out of the health insurance coverage.

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

VOTED: to approve the Annual State and Federal Budget

**FISCAL YEAR 2025
OPERATING BUDGET FOR THE EOHLC
400-1 OPERATING SUBSIDY**

WHEREAS the members of the Taunton Housing Authority have reviewed the fiscal year 2023 operating budget for the EOHLC 400-1 Operating Subsidy as presented.

NOW THEREFORE BE IT RESOLVED BY the members of the Taunton Housing Authority as follows:

That the fiscal year 2025 budget for the EOHLC 400-1 Operating Subsidy be certified in the form and substance as presented at this meeting.

Mr. Lopes moved that the foregoing resolution be adopted as introduced, read and stated, which motion was seconded by Ms. Ricketts, and upon roll call the Ayes and Nays were as follows:

<u>AYES</u>	<u>NAYS</u>
Arthur Lopes	
F. Roger Hoffmann	
Lillian Ricketts	
Alison Rosa	

VOTED: to certify the fiscal year 2025 budget for the DHC 400-1 Operating Subsidy

**FISCAL YEAR 2025
OPERATING BUDGET FOR THE EOHLC
689-1 OPERATING SUBSIDY**

WHEREAS the members of the Taunton Housing Authority have reviewed the fiscal year 2025 operating budget for the EOHLC 689-1 Operating Subsidy as presented.

NOW THEREFORE BE IT RESOLVED BY the members of the Taunton Housing Authority as follows:

That the fiscal year 2025 budget for the EOHLC 689-1 Operating Subsidy be certified in the form and substance as presented at this meeting.

Mr. Lopes moved that the foregoing resolution be adopted as introduced, read and stated, which motion was seconded by Ms. Rosa, and upon roll call the Ayes and Nays were as follows:

<u>AYES</u>	<u>NAYS</u>
Arthur Lopes	
F. Roger Hoffmann	
Lillian Ricketts	
Alison Rosa	

VOTED: to certify the fiscal year 2025 budget for the DHC 689-1 Operating Subsidy

**FISCAL YEAR 2025
OPERATING BUDGET FOR THE EOHLC
689-2 OPERATING SUBSIDY**

WHEREAS the members of the Taunton Housing Authority have reviewed the fiscal year 2025 operating budget for the EOHLC 689-2 Operating Subsidy as presented.

NOW THEREFORE BE IT RESOLVED BY the members of the Taunton Housing Authority as follows:

That the fiscal year 2025 budget for the EOHLC 689-2 Operating Subsidy be certified in the form and substance as presented at this meeting.

Mr. Lopes moved that the foregoing resolution be adopted as introduced, read and stated, which motion was seconded by Ms. Rosa, and upon roll call the Ayes and Nays were as follows:

<u>AYES</u>	<u>NAYS</u>
Arthur Lopes	
F. Roger Hoffmann	
Lillian Ricketts	
Alison Rosa	

VOTED: to certify the fiscal year 2025 budget for the DHC 689-2 Operating Subsidy

**FISCAL YEAR 2025
OPERATING BUDGET FOR THE EOHLC
MRVP OPERATING SUBSIDY**

WHEREAS the members of the Taunton Housing Authority have reviewed the fiscal year 2023 operating budget for the EOHLC MRVP Operating Subsidy as presented.

NOW THEREFORE BE IT RESOLVED BY the members of the Taunton Housing Authority as follows:

That the fiscal year 2025 budget for the EOHLC MRVP Operating Subsidy be certified in the form and substance as presented at this meeting.

Ms. Rosa moved that the foregoing resolution be adopted as introduced, read and stated, which motion was seconded by Mr. Lopes, and upon roll call the Ayes and Nays were as follows:

<u>AYES</u>	<u>NAYS</u>
Arthur Lopes	
F. Roger Hoffmann	
Lillian Ricketts	
Alison Rosa	

VOTED: to certify the fiscal year 2025 budget for the EOHLC MRVP Operating Subsidy

**FISCAL YEAR 2025
HUD OPERATING BUDGET
FEDERAL OPERATING SUBSIDY**

WHEREAS the members of the Taunton Housing Authority have reviewed the fiscal year 2023 operating budget for the Federal Operating Subsidy as presented.

NOW THEREFORE BE IT RESOLVED BY the members of the Taunton Housing Authority as follows:

That the fiscal year 2025 budget for the Federal Operating Subsidy be certified in the form and substance as presented at this meeting.

Mr. Lopes moved that the foregoing resolution be adopted as introduced, read and stated, which motion was seconded by Ms. Ricketts, and upon roll call the Ayes and Nays were as follows:

AYES
Arthur Lopes
F. Roger Hoffmann
Lillian Ricketts
Alison Rosa

NAYS

VOTED: to certify the fiscal year 2025 budget for the Federal Operating Subsidy

The next item under New Business was the Write Offs.

The Executive Director recommended that the Board approve the Write Offs as presented.

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

VOTED: to approve the Write Offs as presented

The next item under New Business was the Quarterlies.

The Executive Director recommended that the Board approve the Quarterlies as presented.

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

VOTED: to approve the Quarterlies as presented

The next item under New Business was Payment Standards.

The Executive Director recommended that the Board approve the Payment Standards as presented.

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

VOTED: to approve the Payment Standards as presented

The next item under New Business was Section 8 Mainstream Waiver.

The Executive Director recommended that the Board approve the Section 8 Mainstream Waiver as presented and explained.

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

VOTED: to approve the Section 8 Mainstream Waiver as presented and explained

The next item under New Business was Affirmative Action Goal.

The Executive Director recommended that the Board agree to accept that the Affirmative Action Goal has been met at the Agency.

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

VOTED: to accept that the Affirmative Action Goal has been met at the Agency

The next item under New Business was Privacy Policy.

The Executive Director recommended that the Board agree to approve the Privacy Policy as presented.

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

VOTED: to approve the Privacy Policy as presented

The next item under New Business was Electrical Services.

The Executive Director recommended that the Board award the Electrical Services Contract to Tilton Electric, Inc. in the amount presented.

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

VOTED: to award the Electrical Services Contract to Tilton Electric, Inc. in the amount presented

The next item under New Business was Fire Alarm Services Contract Renewal.

The Executive Director recommended that the Board approve the Fire Alarm Services 3rd Year Contract Renewal.

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

VOTED: to approve the Fire Alarm Services 3rd Year Contract Renewal

The next item under New Business was Plumbing Services 3rd Year Contract Renewal.

The Executive Director recommended that the Board approve the Plumbing Services 3rd Year Contract Renewal.

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

VOTED: to approve the Plumbing Services 3rd Year Contract Renewal

The next item under New Business was Elevator Services Contract Renewal.

The Executive Director recommended that the Board approve the Elevator Services 2nd Year Contract Renewal.

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

VOTED: to approve the Elevator Services 2nd Year Contract Renewal

The next item under New Business was Elevator Services Contract Renewal.

The Executive Director recommended that the Board approve the Elevator Services 2nd Year Contract Renewal.

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

VOTED: to approve the Elevator Services 2nd Year Contract Renewal

The next item under New Business was ASHP Preventive Maintenance and Cleaning Services Contract Renewal.

The Executive Director recommended that the Board approve the ASHP Preventive Maintenance and Cleaning Services Contract Renewal with We Clean Pump.

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

VOTED: to approve the ASHP Preventive Maintenance and Cleaning Services Contract Renewal with We Clean Pump

The last item under New Business was Certificates of Substantial and Final Completion for the Deck Replacement at Heritage House.

The Executive Director recommended that the Board approve the Certificates of Substantial and Final Completion for Deck Replacement at Heritage House with DDC Construction.

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

VOTED: to approve the Certificates of Substantial and Final Completion for the Deck Replacement at Heritage House

The Chairperson moved to Old Business

There was no Old Business

The Chairperson moved to Other 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.

Ms. Ricketts expressed her heartfelt appreciation to Ms. Forshaw for her outstanding work with the elderly residents at various sites.

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

VOTED: to adjourn the meeting at 3:32 p.m.

Date of Next Meeting: Wednesday, December 18, 2025

Place of Next Meeting: 15 West Britannia Street
Taunton, MA

Attachments:

- Bills Schedule
- Leased Housing Report
- Monthly Comparatives
- Annual Budget
- Write-Offs
- Quarterlies
- Payment Standards
- Section 8 Mainstream Waiver
- Affirmative Action Goal
- Privacy Policy
- Electrical Services
- Fire Alarm Services Contract Renewal
- Plumbing Services Contract Renewal
- Elevator Services Contract Renewal
- ASHP Preventative Maintenance and Cleaning Services Contract Renewal
- Certificates of Substantial and Final Completion for the Deck Replacement at Heritage House