

**TAUNTON HOUSING AUTHORITY**  
**MINUTES OF THE REGULAR MEETING**  
**OF DECEMBER 13, 2023**

The members of the Taunton Housing Authority (THA) met for a Regular Meeting 15 West Britannia Street in the City of Taunton at 3:15 p.m. on December 13, 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  
Lillian Ricketts  
Arthur Lopes  
Alan Pelletier  
Alison Rosa

**ABSENT:**

The Chairperson introduced the first item of the Agenda.

The first item on the agenda was the Consent Agenda.

Ms. Doherty recommended that the Board approve the Consent Agenda as presented.

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

**VOTED:** to approve the Consent Agenda as presented

The Chairperson moved to the Executive Director's Report.

The Executive Director began her report with an update on the Holiday Party that will be taking place in the Samaritan House for all the Public Housing Residents. Many toys and gift cards have been collected through the Agency's Stuff the Bus toy drives and Gift Card drives. These will ensure that parents from our public housing sites come to our offices at the Samaritan House to pick up a toy for their child/children to wrap and place under the tree as well as have their children come and meet with Santa. The Stuff the Bus Toy Drives took place at both Raynham Walmart's as well as the Target in Taunton.

Ms. Doherty also spoke about the last Supervisor's Meeting held at the Agency.

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

**VOTED:** to accept the Executive Director's Report

The Chairperson moved to New Business.

The first item under New Business was the Annual Budget.

The Executive Director went over the Budget highlights. These highlights included talks about the Federal Budget and State Budget being very realistic. These with estimates on insurance and contract costs going up. She also spoke of two additional positions that will be opening in the RCAT Department. The Agency is also hoping to apply for additional Housing Choice Vouchers this year.

The State Budget has also allowed a 5% salary increase, effective January 1, 2024, for all Taunton Housing Authority staff.

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

That the Annual Budget be certified in the form and substance as presented at this meeting.

Mr. Hoffmann 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:

**AYES**

Arthur Lopes  
F. Roger Hoffmann  
Lillian Ricketts  
Alan Pelletier  
Alison Rosa

**NAYS**

**VOTED:** to certify the Annual Budget for fiscal year 2024

**FISCAL YEAR 2024  
OPERATING BUDGET FOR THE DHCD  
400-1 OPERATING SUBSIDY**

WHEREAS the members of the Taunton Housing Authority have reviewed the fiscal year 2023 operating budget for the DHCD 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 2024 budget for the DHCD 400-1 Operating Subsidy be certified in the form and substance as presented at this meeting.

Mr. Hoffmann 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:

**AYES**

Arthur Lopes  
F. Roger Hoffmann  
Lillian Ricketts  
Alan Pelletier  
Alison Rosa

**NAYS**

**VOTED:** to certify the fiscal year 2024 budget for the DHC 400-1 Operating Subsidy

**FISCAL YEAR 2024  
OPERATING BUDGET FOR THE DHCD  
689-1 OPERATING SUBSIDY**

WHEREAS the members of the Taunton Housing Authority have reviewed the fiscal year 2024 operating budget for the DHCD 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 2024 budget for the DHCD 689-1 Operating Subsidy be certified in the form and substance as presented at this meeting.

Mr. Hoffmann 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:

**AYES**

Arthur Lopes  
F. Roger Hoffmann  
Lillian Ricketts  
Alan Pelletier  
Alison Rosa

**NAYS**

**VOTED:** to certify the fiscal year 2024 budget for the DHC 689-1 Operating Subsidy

**FISCAL YEAR 2024  
OPERATING BUDGET FOR THE DHCD  
689-9 OPERATING SUBSIDY**

WHEREAS the members of the Taunton Housing Authority have reviewed the fiscal year 2024 operating budget for the DHCD 689-9 Operating Subsidy as presented.

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

That the fiscal year 2024 budget for the DHCD 689-9 Operating Subsidy be certified in the form and substance as presented at this meeting.

Mr. Hoffmann 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:

**AYES**

Arthur Lopes  
F. Roger Hoffmann  
Lillian Ricketts  
Alan Pelletier  
Alison Rosa

**NAYS**

**VOTED:** to certify the fiscal year 2024 budget for the DHC 689-9 Operating Subsidy

**FISCAL YEAR 2024  
OPERATING BUDGET FOR THE DHCD  
MRVP OPERATING SUBSIDY**

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

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

That the fiscal year 2024 budget for the DHCD MRVP Operating Subsidy be certified in the form and substance as presented at this meeting.

Mr. Hoffmann 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:

**AYES**

Arthur Lopes  
F. Roger Hoffmann  
Lillian Ricketts

**NAYS**

Alan Pelletier  
Alison Rosa

**VOTED:** to certify the fiscal year 2024 budget for the DHCD MRVP Operating Subsidy

The second item under New Business was the Payment Standards.

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

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

**VOTED:** to approve the Payment Standards as presented

The next item under New Business was the Contract for Designer Services at Oak and Highland Court.

The Executive Director recommended that the Board award the Contract for Designer Services at Oak and Highland Court to C.A. Crowley.

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

**VOTED:** to award the Contract for Designer Services at Oak and Highland Court to C.A. Crowley

The next item under New Business was the Certificate of Final Completion and Final Payment for the Electrical Panel Replacement Project at Massasoit Apts. and Presbrey Ct.

The Executive Director recommended that the Board approve the Certificate of Final Completion and Final Payment for the Electrical Panel Replacement Project at Massasoit Apts. and Presbrey Ct in the amount of \$80,021.

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

**VOTED:** to approve the Certificate of Final Completion and Final Payment for the Electrical Panel Replacement Project at Massasoit Apts. and Presbrey Ct

The next item under New Business was the Contract for Preventative Maintenance Services on Mini-Split Systems for Local Housing Authorities in Bristol County.

The Executive Director recommended that the Board award the Contract for Preventative Maintenance Services on Mini-Split Systems for Local Housing Authorities in Bristol County to Advanced Air and Heat Co.

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

**VOTED:** to award the Contract for Preventative Maintenance Services on Mini-Split Systems for Local Housing Authorities in Bristol County to Advanced Air and Heat Co.

The next item under New Business was the Contract for Preventative Maintenance Services on Mini-Split Systems for Local Housing Authorities in Norfolk County.

The Executive Director recommended that the Board award the Contract for Preventative Maintenance Services on Mini-Split Systems for Local Housing Authorities in Norfolk County to We Clean Pumps, LLC.

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

**VOTED:** to award the Contract for Preventative Maintenance Services on Mini-Split Systems for Local Housing Authorities in Norfolk County to We Clean Pumps, LLC.

The next item under New Business was the Contract for Snow Removal.

The Executive Director recommended that the Board award the Contract for Snow Removal to B&M Maintenance in the amount of \$49,680.00.

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

**VOTED:** to award the Contract for Snow Removal to B&M Maintenance

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

The Executive Director recommended that the Board award the Contract for Elevator Services to United Elevator Company, Inc. in the amount of \$10,514.00.

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

**VOTED:** to award the Contract for Elevator Services to United Elevator Company, Inc.

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

The Executive Director recommended that the Board approve the Renewal of the Contract for Plumbing Services with Anytime Plumbing & Heating, Inc. in the amount of \$350.00/hr.

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

**VOTED:** to approve the Renewal of Contract for Plumbing Services with Anytime Plumbing & Heating, Inc.

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

The Executive Director recommended that the Board approve the Renewal of the Contract for Fire Alarm Services with New England Safety Systems, Inc. in the amount of \$9,850.00.

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

**VOTED:** to approve the Renewal of the Contract for Fire Alarm Services with New England Safety Systems, Inc.

The next item under New Business was the Vehicle Quote.

The Executive Director recommended that the Board approve a not to exceed amount of \$120,000.00 for electric vehicle purchasing.

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

**VOTED:** to approve a not to exceed amount of \$120,000.00 for electric vehicle purchasing

The last item under New Business was the Resident Services Coordinator (RSC) Grant Funding.

The Executive Director recommended that the Board approve the increase of \$10,000 to the RSC Grant Funding.

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

**VOTED:** to approve the increase of \$10,000 to the RSC Grant Funding

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 Ms. Ricketts, seconded by Mr. Hoffmann, it was unanimously

**VOTED:** to adjourn the meeting at 3:54 p.m.

Date of Next Meeting: Wednesday, January 17, 2024, at 3:15 p.m.

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

Attachments:

- a. Budget
- b. Payment Standards
- c. Contract for Designer Services at Oak and Highland Court
- d. Certificate of Final Completion and Final Payment for the Electrical Panel Replacement Project at Massasoit Apts. and Presbrey Ct.
- e. Contract for Preventative Maintenance Services on Mini-Split Systems for Local Housing Authorities in Bristol County
- f. Contract for Preventative Maintenance Services on Mini-Split Systems for Local Housing Authorities in Norfolk County
- g. Contract for Snow Removal
- h. Contract for Elevator Services
- i. Contract Renewal for Plumbing Services
- j. Contract Renewal for Fire Alarm Services
- k. Vehicle Quote
- l. Resident Service Coordinator Grant Funding