

FALL RIVER HOUSING AUTHORITY

85 MORGAN STREET
P.O. BOX 989
FALL RIVER, MA 02722

TIMOTHY S. BARROW
EXECUTIVE DIRECTOR

TELEPHONE 508-675-3500
FAX 508-677-1346

KEVIN SBARDELLA
DEPUTY EXECUTIVE DIRECTOR

September 11, 2020

To: Mary Sahady, Chairwoman
David Underhill, Vice-Chairman
Jason Burns, Treasurer
Roger P. Tache, Commissioner
Jo Ann Bentley, Commissioner

RECEIVED
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CITY CLERK
FALL RIVER, MA

You are hereby notified that the members of the Fall River Housing Authority are called to meet **“REMOTELY”** in **Postponed Regular Session on Wednesday, September 16, 2020** at **5:00 o'clock p.m.** Due to social distancing guidelines related to the COVID-19 state of emergency, this meeting will be held remotely, and will not be held at the Fall River Housing Authority administrative offices. The public is invited and encouraged to listen to a “live stream” of the Board meeting via telephone, computer, laptop, or tablet by calling **1-844-854-2222**, wait for the verbal prompts, then enter **passcode 510036#** (include the hashtag/number sign after entering the passcode numbers). The Board chairman will instruct participants on the appropriate time and manner for public comment during the meeting.

1. Roll Call

- Citizen Input**
- Resident Input**

ADA Fair Housing Coordinator
Michael Sousa, Esquire 508-675-3500

2.

2. a) Minutes of the Regular Meeting held on August 10, 2020

Recommended Action: to accept

b) Executive Session Minutes for 2019

Recommended Action: to accept

c) Executive Session Minutes for 2020 (to present)

Recommended Action: to accept

3. Bills and Communications

a. Vouchers

Recommended Action: to accept

4. Management Reports

1. Applications
2. Occupancy Report
3. Tenants Accounts Receivable
4. Work Order Report
5. Monthly Section 8 Voucher Activity Report
6. Monthly Personnel Count
7. Director of Modernization Monthly Report

Recommended Action: to accept

3.

5. Financial Reports (Director of Finance)

a. Monthly Financial Report

Recommended Action: approval

b. Annual Disclosure Policy for Energy Saving Bonded Debt

Recommended Action: adopt policy

6. Update to Board from Executive Director

Recommended Action: information only

7. New Business

1. Modernization

a) Certificate of Completion-Consolidated for Community Room HVAC Upgrades at Cardinal Medeiros Towers

Recommended Action: approval

b) Certificate of Final Completion for Vacancy Reduction (Kitchen and Flooring Renovations) at Maple Gardens

Recommended Action: approval

c) Change Order No. 1 for the Entrance/Common Area Improvements (Buildings 13 & 45) at Maple Gardens

Recommended Action: approval

d) Certificate of Substantial Completion for Entrance/Common Area Improvements (Buildings 13 & 45) at Maple Gardens

Recommended Action: approval

4.

- e) Permission to Advertise for Bids for Playground Removal (Health & Safety) at Maple Gardens

Recommended Action: approval

- f) Permission to Advertise for Bids for Site Improvements (Creative Placemaking Award) at Chor-Bishop Joseph Eid Apartments

Recommended Action: approval

- g) Emergency Procurement for Elevator Repairs & Stand-by Service

Recommended Action: ratify \$129,141 from CFP 2020 funds to repair elevators at Mitchell Heights

2. Miscellaneous

- a) Residential Emergency Security Guard Services (COVID-19)

Recommended Action: ratify permission to obtain updated hourly rates for continued security guard coverage at elderly high-rises

- b) Residential Emergency Security Guard Services (COVID-19)

Recommended Action: approval of updated hourly rates from Best Security, in the amount of \$21.64 p/h and \$32.46 p/h (holidays/overtime)

- c) Supplemental Police Services Contract

Recommended Action: continuation of contract for one (1) year beginning October 1, 2020 to September 30, 2021, in an amount not to exceed \$410,000.00

5.

d) Animal Control Officer Contract

Recommended Action: continuation of contract for one (1) year beginning October 1, 2020 to September 30, 2021, in an amount not to exceed \$17,500.00

e) Trash Hauling Services Contract and Trash Container Rentals

Recommended Action: award a five (5) year contract, with two (2) separate and distinct one (1) year renewal options, for trash hauling services and trash container rentals to Allied Waste Service of Massachusetts LLC, in an amount of \$2,499,621.85

f) Permission to Advertise for a Three (3) Year Contract for Grass Cutting Services (with two (2) separate and distinct one (1) year options to renew)

Recommended Action: approval

g) Open Meeting Law Complaint (filed by Patrick Higgins on 6/8/20)

Recommended Action: information

h) Periodic Review of FRHA Board of Commissioners Executive Session Minutes for Public Release (for monthly meetings held in 2019 and 2020)

Recommended Action: information

6.

3. Personnel

a) Part-time Truck Driver

Recommended Action: approve appointment of Drew Dyson

b) "Interim" Director of Maintenance

Recommended Action: approve appointment of Joseph Pimental

c) "Interim" Clerk of the Works

Recommended Action: approve in-house posting and outside advertising, if necessary

d) Part-time (Resident) Receptionist

Recommended Action: approve appointment of Sara Gonchar

e) Retirement of Employees

Recommended Action: approve retirement of Muriel Martel, effective September 30, 2020 and Roland Dube, effective July 16, 2020

f) Human Resource Assistant

Recommended Action: approve job description, ratify in-house posting, and approve outside advertising, if necessary

g) Maintenance Custodian Position

Recommended Action: permission to advertise

7.

- h) Open Enrollment for Blue Cross/Blue Shield Dental Blue (effective October 1, 2020)

Recommended Action: approval

- i) Union Negotiations Update

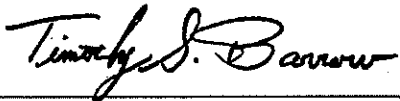
Recommended Action: anticipated executive session pursuant to M.G.L. c.30A, Sec. 21(a) (3) to discuss strategy with respect to collective bargaining (AFSCME Council 93, Local 1990)

- j) Proposed Wage Increase for Non-Union Non-Grant Employees

Recommended Action: approve a 1 ½% wage increase, retroactive to April 1, 2020

and the transaction of any other business that may come before the meeting.

Sincerely,



Timothy S. Barrow, Executive Director
TSB:mjg