

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Bryan Johannes, called the meeting to order at 6:37 p.m.

The meeting took place via Zoom virtual conference due to the COVID-19 State of Emergency. The access information for the meeting was as follows:

Link: <https://us02web.zoom.us/j/85869260374?pwd=ZXBoOTlhRmY1THAwQUxKVitvZVpTd09>

Conference call-in details via telephone:

Meeting ID: 858 6926 0374 Meeting Password: 818917 One tap mobile: + 13126266799, 16465588656, 13462487799, 16699009128, 12532158782, 13017158592

Members Present: Bryan Johannes, Anne Marie Lourens, Stephen Domenicucci, Sarah Cressy

Members Absent: None

Others Present: Jaclyn A. Beaulieu

Roll call was taken by Chairman Johannes of all members present. Chairman Johannes read an introduction to the reason and procedure for a remote meeting of the Board. All votes will be taken via roll call vote. The meeting was recorded.

Chairman Johannes announced that Hudson resident, Shawn Sadowski, has requested to speak to the HHA Board. Upon a motion by Anne Marie Lourens, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY by roll call to take the agenda out of order and start with Other Business to allow Mr. Sadowski to present his business to the Board.

Mr. Sadowski is running as a candidate of the Hudson Select Board, and would like permission to hold a meeting at Brigham Circle and Norma Oliver Village with our residents. Everyone felt that would be fine; it was suggested that the meetings be held outside if at all possible, and that all attendees must wear masks.

Upon a motion by Stephen Domenicucci, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to return to the regular agenda.

Upon a motion by Stephen Domenicucci, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to approve the minutes of the March 4, 2021 Regular Meeting.

Upon a motion by Stephen Domenicucci, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY by roll call to approve the minutes of the March 18, 2021 Special Meeting.

Director Beaulieu presented the Budget Comparatives report for 10/1/2020 through 2/28/2021. Upon a motion by Sarah Cressy, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to approve the Budget Comparatives for 10/1/2020 through 2/28/2021, as presented.

Commissioners reviewed the Accounts Payable report for March 2021. Upon a motion by Sarah Cressy, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to approve the Accounts Payable for March 2021, as presented.

The Board reviewed the Warrant to Transfer Funds for March 2021, the Payroll Warrants for March 2021, and the HAP Warrant for April 2021. Chairman Johannes will sign the warrants at a later date.

Project FISH #141063: 667-1 Brigham Circle Roof Replacement Development Wide project
We received the fully executed contract back from DHCD today and are awaiting on parties to schedule a preconstruction meeting.

Project 91-1 Norma Oliver Village Appliance Replacement development wide
Designer Andrew Brockway has prepared a detailed chart of appliances currently available on the market. There are approximately 10 kitchens in which it would be best to use counter depth refrigerators to accommodate wheelchair access and movement; however, only one of our three options of manufacturers can supply a counter depth refrigerator that will fit into the existing available space between the counter and adjacent wall of these units. Therefore, Designer Brockway has suggested a proprietary specification of General Electric for the counter depth refrigerators. Upon a motion by Stephen Domenicucci, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to approve a sole-sourced, proprietary specification from General Electric for counter-depth refrigerators in approximately 10 units to accommodate wheelchair access and movement in these units. The specifications for all other appliances will be non-proprietary.

Project FISH #141065: 689 49 Washington Street Window Replacement
A preconstruction meeting was held on March 31 to kick off this project. A Notice to Proceed was issued. We are waiting on final approval of submittals for the windows to be ordered; there is an estimated May 10 construction start.

Project 167 8 Irving Street Boiler Replacement
The boiler at 8 Irving Street is most likely going to be replaced at no cost to the Housing Authority through ABCD, Inc. in conjunction with the LEAN program.

HHA Front Office Door Replacement Project
After more than a year of attempting to solicit quotes on this project, we finally received a quote from 101 Mobility to replace the front office door with a new door and ADA door opener. We received no other quotes back from any of the five-plus contractors we reached out to on this project. Upon a motion by Sarah Cressy, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY by roll call to enter into contract with Boston Mobility Solutions, LLC dba 101 Mobility to replace the HHA front office door and install an ADA door opener at a total contract sum of \$8,175.00, and to designate Jaelyn Beaulieu as contract office, and Bryan Johannes as secondary contract officer.

As planned for in our FY2021 budget, HHA intends to purchase a new vehicle for the maintenance department. We have decided to purchase a work van. We are purchasing the vehicle off of the MA Operational Services Division (OSD) VEH98 vehicle purchasing contract. Due to COVID-19, there is a shortage of vans on the market, and we must be able to approve the acquisition of a van from a sub-vendor quickly, or we risk a 6-8 month wait on delivery. Upon a motion by Stephen Domenicucci, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to approve the purchase of a Ford light duty 250 cargo van, medium roof, AWD, as listed on the Master Vehicle List from the approved vendor Marcotte Ford on the MA OSD VEH98 vehicle purchasing contract, at a base price not to exceed \$37,000 and a total price with add-ons and accessories not to exceed \$50,000.

The 3-year contract with Casella Waste Management of Massachusetts, Inc. expires on 5/31/21. We are happy with their current service. They have proposed a 3-year contract renewal to include a rate lock in year 1, and no more than 3% CPI for years 2 and 3, if any. We have removed trash services at 49 Washington Street from the contract, and added 5 toter bins and a small recycling dumpster to the services at Brigham Circle. Upon a motion by Sarah Cressy, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY by roll call to approve the 3-year rubbish removal services contract with with Casella

Waste Management of Massachusetts, Inc., as presented, and to name Jaclyn Beaulieu as contract officer, and Bryan Johannes as secondary contract officer.

Commissioners noted the start date of maintenance department employee John Buccigliata, Groundskeeper/Custodian, on March 29, 2021.

Commissioners reviewed the current HHA By-Laws. No changes were proposed at this time.

The Citizens Bank signatories have been updated for all HHA accounts.

Marcum, LLP completed the onsite file review portion of the FY20 Audit and AUP. There were no findings.

Commissioners noted the 3/22/21 return date of bookkeeper/administrative assistant Allison Carroll from FMLA leave.

The 2nd dose COVID-19 vaccination clinics at Brigham Circle and Norma Oliver Village are scheduled for April 9, 2021. Commissioners discussed the COVID-19 No Visitors Policy; given that two weeks after the 2nd dose vaccination clinics the vast majority of our residents will be fully vaccinated against COVID-19, it seems appropriate to lift the policy. Upon a motion by Stephen Domenicucci, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to lift the No Visitors Policy at HHA properties effective April 24, 2021. Director Beaulieu will give notice to the residents.

HHA employees have expressed interest in the retirement savings plans available in the Massachusetts SMART plan for public employees. Director Beaulieu confirmed HHA's eligibility. Upon a motion by Anne Marie Lourens, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY by roll call for HHA to opt-in to the MA SMART plan for public employees.

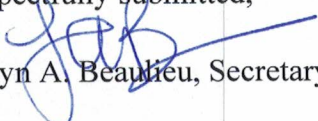
HUD released the FY2021 income limits effective 4/1/2021 for the Housing Choice Voucher (HCV) program and the Federal Public Housing program. Upon a motion by Sarah Cressy, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to approve the HUD FY2021 income limits, as presented.

Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low (30%)	28,200	32,200	36,250	40,250	43,500	46,700	49,950	53,150
Very Low (50%)	47,000	53,700	60,400	67,100	72,500	77,850	83,250	88,600
Low (80%)	70,750	80,850	90,950	101,050	109,150	117,250	125,350	133,400

There was no executive session.

Upon a motion by Sarah Cressy, duly seconded by Anne Marie Lourens, the Board voted UNANIMOUSLY by roll call to adjourn at 8:09 p.m.

Respectfully submitted,


Jaclyn A. Beaulieu, Secretary

