

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Bryan Johannes, called the meeting to order at 6:34 p.m.

The meeting took place at the Norma Oliver Village Community Center, 4 Glen Road, Hudson, MA 01749.

Members Present: Bryan Johannes, Stephen Domenicucci, Sarah Cressy, Cynthia Janeiro-Ehlke, Christine Dimare

Members Absent: N/A

Others Present: Jaclyn Beaulieu, public attendees

Cynthia Janeiro-Ehlke was reappointed to the HHA Board of Commissioners by the town of Hudson Select Board as the Town Tenant Board Member for a term to expire in May 2026.

Chairman Johannes welcomed Christine Dimare to the Board of Commissioners. Commissioner Dimare was appointed to the HHA Board of Commissioners by the town of Hudson Select Board as the State Appointed Board Member for a term to expire on May 11, 2026.

The public hearing the Hudson Housing Authority Brigham Circle DHCD Annual Plan FY2023 was held. Several residents and/or members of the public were in attendance. Director Beaulieu presented the Plan and explained the enclosed proposed 5-year Capital Improvement Plan. There were no comments by anyone in attendance. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 5-0 to approve the rolling Hudson Housing Authority Brigham Circle DHCD Annual Plan FY2023, as presented.

Upon a motion by Stephen Domenicucci, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 5-0 to approve the minutes of the April 7, 2022 regular meeting.

The Board reviewed the quarterly operating statements 10/1/2021 through 3/31/2022 and the HHA Budget Comparative report 10/1/2021 through 4/30/2022. Upon a motion by Sarah Cressy, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 5-0 to approve the HHA budget comparatives for 10/1/21 through 4/30/22, as presented.

Commissioners reviewed the Accounts Payable report for April 2022. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve the Accounts Payable report for April 2022, as presented.

Commissioners reviewed the Accounts Payable report for May 2022. Upon a motion by Stephen Domenicucci, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 5-0 to approve the Accounts Payable report for May 2022, as presented.

Commissioners reviewed the Warrants to Transfer Funds for April 2022 and May 2022, the Payroll Warrants for April 2022 and May 2022, and the Housing Assistance Payments Warrant for May 2022. There were no comments. Chairman Johannes will sign the warrants at a later date.

Project 667-1&2 Brigham Circle Call Box Replacement (FISH #141071)

No update; still under review by designer.

Project 91-1 Norma Oliver Village Appliance Replacement development wide

No update.

Project 91-1 Norma Oliver Village Common Stairway Upgrade

The bid opening on this project was 6/1/22; HHA received three (3) bids. The Board reviewed a letter of recommendation from designer Andrew Brockway. The low bid from Mariano Enterprises, Inc. must be rejected as the contractor is only DCAMM certified for “doors and windows” not “general building construction” as required by the project specifications. The next low bidder is D.D.C. Construction Inc. with a bid of \$163,300 which includes the filed sub-bids for resilient flooring and painting. The cost estimate was \$165,000 so the bid is within budget. Designer Brockway has personally worked with this contractor on a similar project in the past, and has recommended accepting this bid. Upon a motion by Sarah Cressy, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 5-0 to accept the bid from D.D.C. Construction Inc. including filed sub-bids for resilient flooring and painting in the total contract bid of \$163,300, and to enter into a contract with D.D.C. Construction Inc. with Jaclyn Beaulieu as contract officer and Bryan Johannes as secondary contract officer.

Project FISH #141069: 689 49 Washington Street Bathroom Upgrade project (FISH #141069)

Construction is currently underway on this project by contractor Northeast Construction, Inc. After demolition work was completed, it was discovered that the floor framing system is deteriorated and unsafe resulting in a required change order to the project. Change Order No. 1 was presented to the Board totaling \$6,970.88. Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve Change Order No. 1 in the amount of \$6,970.88 for the 49 Washington Street Bathroom Upgrade project (FISH #141069).

The Board reviewed the FY2021 federal single audit and state Agreed Upon Procedures (AUP) results prepared by Marcum LLP. There were no exceptions or findings in either audit.

Chairman Johannes asked the Norma Oliver Village residents in attendance for an update on the progress of formation of a Resident Council. HHA staff had been informed of a vote on officers to form a Council but did not have any documentation of such. Resident Mary Lou McKeone informed the Board that a vote was held in May and that they are currently working on preparing By-Laws. All agreed that we will add an update on the progress of their formation to our next meeting agenda in July.

The Brigham Circle community garden was installed by For the Love of K Gardens and is currently being used by approximately 20 residents. The raised beds are beautiful, and the plants are flourishing. HHA staff have received very positive feedback from the Brigham Circle community.

Other Business:

There was a sewer backup in Building 13 at Brigham Circle. It was already taken care of by HHA maintenance and professional plumbers, but the Board should note that similar problems could happen at the property going forward due to the old cast iron piping.

Several Norma Oliver Village (NOV) residents commented on the full dumpster between buildings 4-5 that has not been emptied and expressed concern over a possible rat at the property. Director Beaulieu was unaware that the dumpster had not been emptied since its delivery to the property, and apologized for not following up while out on leave. She will have it emptied as soon as possible. HHA maintenance will look into the possible rat.

The next Board meeting was set for Thursday, July 14, 2022 at 6:30 p.m. at the NOV community Center.

Executive Session:

There was no executive session.

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to adjourn at 8:01 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jaclyn A. Beaufeu". The signature is stylized and written over the printed name.

Jaclyn A. Beaufeu, Secretary

