

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Bryan Johannes, called the meeting to order at 6:35 p.m.

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

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

Members Absent: Stephen Domenicucci

Others Present: Jaclyn Beaulieu, public attendees

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 4-0 to approve the minutes of the November 10, 2022 regular meeting.

The Board reviewed the Budget Comparative report 10/1/2022 through 10/31/2022. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 4-0 to approve the HHA budget comparatives for 10/1/2022 through 10/31/2022, as presented.

Commissioners reviewed the Accounts Payable report for November 2022. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 4-0 to approve the Accounts Payable report for November 2022, as presented.

Commissioners reviewed the Warrants to Transfer Funds for November 2022, the Payroll Warrants for November 2022, and the Housing Assistance Payments Warrant for December 2022. There were no comments and the warrants were signed by Chairman Johannes.

Project 667-1&2 Brigham Circle Call Box Replacement (FISH #141071)
Notice to Proceed was issued on 11/30/22 and the custom boxes are currently being designed to order by the contractor. We are projecting construction to begin in January 2023.

Project 667-2 Brigham Circle Window Replacement Project (FISH #141072)
This project was moved up the pipeline due to the awarded ARPA funding. DHCD is coming next week to walk the property and create the initial work order.

Project 91-1 Norma Oliver Village Appliance Replacement development wide
The bid results from the bid opening on December 2, 2022 at 12:00 pm. resulted in one bid received from Hudson Appliance in the amount of \$139, 576. Designer Brockway reviewed the bid and submitted products and found them to meet the required specifications. He has recommended approval of Hudson Appliance Center, Inc.'s bid. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 4-0 to accept the bid from Hudson Appliance Center, Inc. in the amount of \$139,576 and enter into a contract with them for the Norma Oliver Village Development-Wide Appliance Replacement project, with Jaclyn Beaulieu as contract officer, and Bryan Johannes as secondary contract officer.

Project 91-1 Norma Oliver Village Window Replacement Project
The project specifications are being finalized by Designer Brockway. We hope to get this project out to bid by the end of December or early January.

Project 667-2 Brigham Circle ARPA Federal Pacific Replacement (FISH #141073)
DHCD staff has been assigned to this project and visited the property this past Monday to view the project.
An initial work order is in process.

Project 667-2 Brigham Circle ARPA Fire Alarm Upgrade Project (FISH #141074)
DHCD staff has been assigned to this project and visited the property this past Monday to view the project.
An initial work order is in process.

The renewal of our state programs and property insurance with Hays Companies for Property, Boiler & Machinery Insurance and Crime Insurance is due for renewal. The rate this year is \$204 per door, a 15% increase. Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 4-0 to approve payment to Hays Companies for property, boiler and machinery insurance and crime insurance for period 11/17/22 through 11/17/23 in the amount of \$27,948.00.

Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 4-0 to approve the annual clothing allowance payment payable to three full-time maintenance staff members, in the amount of \$500.00 each.

The HHA office processed a purge of the Norma Oliver Village federal public housing program waitlist. There had not been an update to this waitlist in many years. An update form was sent by mail to approximately 500 applicants who were asked to respond within 30 days if they were still interested in remaining on the waitlist. The waitlist was then updated to remove anyone who did not respond or asked to be removed; the waitlist is currently under 100 applicants. We will try to process a purge of this waitlist every other year going forward.

Director Beaulieu updated the Board on resident matters:

The Board reviewed the current Norma Oliver Village community center policy and Commissioner Cressy offered some edits. Everyone was in agreement that we should move forward with the key fob access system for the Community Center; Director Beaulieu to work on obtaining quotes for review at the next meeting. We will also review the Policy and what should be edited to include the key fob access system, and clean up the current policy so that it is more useable.

There was a discussion about possibly installing cameras in the NOV community center, along with questions about repercussions for violating the community center use policy going forward. Director Beaulieu to look into putting together a survey to residents on their thoughts on these issues.

Chairman Johannes opened the floor to public attendee comments:

Resident Florence Ryan expressed her enthusiasm for the key fob access system, and was eager to help give input on the updated Community Center Policy.

Public attendee Kathleen Laplante introduced herself as a Section 8 voucher holder and gave an explanation of her dissatisfaction with the HHA's handling of various issues in her apartment and with her landlord. Chairman Johannes stated to Ms. Laplante that there is not an individual associated with the housing authority or with the town of Hudson that wants to see her live in a poor condition.

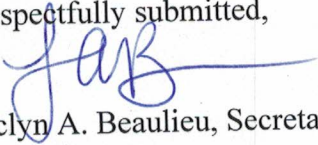
Other Business:

The next meeting will take place on Thursday, January 12, 2023 at 6:30 p.m. at the Brigham Circle community center at 6 Brigham Circle, Hudson.

There was no Executive Session.

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 4-0 to adjourn at 8:01 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'JAB', with a long horizontal flourish extending to the right.

Jaclyn A. Beaulieu, Secretary

