

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman, Bryan Johannes, called the meeting to order at 6:38 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, Cynthia Janeiro-Ehlke, Sarah Cressy, Christine Dimare
Members Absent: N/A
Others Present: Jaclyn Beaulieu, public attendees

The public hearing for a significant amendment to the Admissions and Continued Occupancy Policy (ACOP) in accordance with the Final Rule of the Housing Opportunity Through Modernization Act of 2016 (HOTMA) to include a proposed policy for over income families in public housing was held. Director Beaulieu presented the updated policy. There were several clarification questions by public attendees and board members, including a clarification on whether income limits are part of this policy amendment (Answer: no), whether or not adopting a policy on over income families in public housing is optional (Answer: no, there must be a policy), and clarification on the difference between income and assets. There were no comments on the proposed policy by anyone in attendance. Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to close the public hearing. Upon a motion by Bryan Johannes, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 5-0 to adopt the amended Admissions and Continued Occupancy Policy, as presented.

Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve the minutes of the June 8, 2023 regular meeting, with a correction to the location of the meeting to state that the meeting took place at the Brigham Circle Community Center, not the Norma Oliver Village Community Center.

The Board passed over a review of the 10/1/22 through 4/30/23 budget comparative report and instead reviewed the 10/1/22 through 5/31/23 budget comparative report. Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve the 10/1/22 through 5/31/23 budget comparative report, as presented.

Director Beaulieu reported that Fee Accountant Robillard does not believe we require a FY23 budget revision for EOHLC.

Commissioners reviewed the Accounts Payable report for June 2023. Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve the Accounts Payable report for June 2023, as presented.

Commissioners reviewed the Warrants to Transfer Funds for June 2023, the Payroll Warrants for June 2023, and the Housing Assistance Payments Warrants for July 2023. There were no comments and the warrants were signed by Chairman Johannes.

Project 667-2 Brigham Circle Window Replacement Project (FISH #141072)

The Board reviewed a proposed proprietary specification for the Brigham Circle 667-2 Window Replacement Project. This project is "Phase II" of window replacement at Brigham Circle; Phase I was completed in 2019 in the Brigham Circle 667-1 development. The Phase I project used Harvey BP "Classic" windows, and we feel that we should use a proprietary specification for the Phase II project to simplify and

future repair and/or replacement needs. Upon a motion by Stephen Domenicucci, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve a proprietary specification on the Brigham Circle 667-2 Window Replacement Project (FISH 141072) to require Harvey BP “Classic” style windows on this project.

Project 667-2 Brigham Circle ARPA Federal Pacific Replacement and Fire Alarm Upgrade (FISH #141073) The schematic design is still under review by EOHLC and the designer. Chairman Johannes stated for the record that he recently disclosed with the Town Clerk’s office that he will have an approval role over this project as the Fire Chief.

Project 91-1 Norma Oliver Village Appliance Replacement development wide Designer Brockway has contacted Hudson Appliance twice since May to request a corrected Change Order No. 02 with no response back. His most recent email dated 6/23/23 requested that Hudson Appliance process and return the proposed Change Order No. 02 to HHA no later than 6/30/23; to date, we have received no response to the request. No further payment to Hudson Appliance can be processed without an approved Change Order No. 02.

The Board reviewed a revised Key Policy that includes policy on the new key fobs for the Norma Oliver Village Community Center. Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to adopt the revised Hudson Housing Authority Key Policy, as presented.

The Board noted that the HUD National Standards for the Physical Inspection of Real Estate (NSPIRE) final rule implementation for public housing began on July 1, 2023 and will begin on October 1, 2023 for the Section 8 Housing Choice Voucher Program. This final rule changes the inspection protocol for public housing units and units leased under the Section 8 voucher program.

The Board noted receipt of the HHA Fair Housing Marketing Ads that will appear in multiple print publications and be distributed to several area agencies for distribution over the next few weeks, in accordance with the HHA Fair Housing Marketing Plan.

The Board reviewed the EOHLC ARPA Targeted Funding Award Contract for Financial Assistance.

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to adopt and accept the ARPA Targeted Funding (Federal Pacific Panels) Award Contract for Financial Assistance (CFA) 4001 in the amount of \$186,000.00, and to authorize Chairman Bryan Johannes to sign the Contract and applicable attachments, with the resolution as follows:

Section 1. The Authority shall enter into a contract with the Commonwealth of Massachusetts in the form submitted at this meeting and contract in the name of Hudson Housing Authority under its corporate seal, and the Secretary is hereby authorized to attest the same.

Section 2. The Authority hereby requests the Director of the Executive Office of Housing and Livable Communities, (Bureau of Housing Development and Construction) enter into such contract with the Authority and the Commonwealth of Massachusetts to approve such contract.

Section 3. The Officers of the Authority shall be, and they are hereby authorized and directed, on and after the execution of said contract by the respective parties thereto, to do and perform on behalf of the Authority all acts and the things required of the Authority to perform fully all of its obligations thereunder. enter into a contract with the Commonwealth of Massachusetts in the form of the Standard Contract Form and Attachment A – Additional Terms and Conditions and CFA Amendment

Section 4. This resolution shall take effective immediately.

Director Beaulieu updated the Board on resident matters:

The installation of the key fob access system for the Norma Oliver Village community center is complete and we are ready to turn on the system. However, a policy update is necessary before we do so to update the open times of the center and access directions, general rules, and repercussions to violations to the rules. Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to adopt the updated Norma Oliver Village community center policy, as presented.

The No Smoking signs for Norma Oliver Village have been delivered to HHA and need to be hung by maintenance.

Chairman Johannes opened the floor to public attendee comments:

Public attendee A. Doucette asked the Board about the ability to have bird feeders at Norma Oliver Village. Currently, HHA maintenance does not allow bird feeders, but will consider hummingbird feeders. There is no specific policy in place currently that addressed bird feeders.

Public attendee M. McKeone told the Board about her understanding of events that took place at Norma Oliver Village on the 4th of July, including possible fireworks and drunkenness at the property. Ms. McKeone was not present at the property on the 4th of July. Public attendee K. Mayo stated that she was present at the property all day on the 4th of July and that there was no problem with fireworks or drunkenness.

Public attendee M. McKeone requested that the Board consider future hybrid Board meetings.

Other Business:

There will be no August 2023 meeting. The next meeting will take place on Thursday, September 14, 2023 at 6:30 p.m. at the Brigham Circle community center, 6 Brigham Circle, Hudson, MA.

Executive Session: Chairman Johannes declared that today’s meeting requires an Executive Session. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 5-0 by roll call to enter into executive session at 8:01 p.m., to discuss pending litigation, as the discussion of these matters in open session may have a detrimental effect on the negotiating position of the housing authority; and not to reconvene in public session upon the completion of discussion of executive session matters.

Executive Session Roll Call:	Stephen Domenicucci	Yay
	Sarah Cressy	Yay
	Cynthia Janeiro-Ehlke	Yay
	Bryan Johannes:	Yay
	Christine Dimare:	Yay

Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to adjourn at 8:16 p.m.

Respectfully submitted,



Jaclyn A. Beaulieu, Secretary

