

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman Bryan Johannes called the meeting to order at 6:36 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, Christine Dimare, Sarah Cressy

Members Absent: N/A

Others Present: Jaclyn Beaulieu, public attendees

Upon a motion by Stephen Domenicucci, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 5-0 to approve the minutes of the November 2, 2023 regular meeting, as presented.

The Board reviewed the 10/1/23 through 10/31/23 budget comparative report. Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve the 10/1/23 through 10/31/23 budget comparative report, as presented.

Commissioners reviewed the Accounts Payable report for November 2023. 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 November 2023, as presented.

Chairman Johannes disclosed a personal relationship with the owner of L&C Garage and requested another commissioner to review and sign any future payments to this vendor.

Commissioners reviewed the Warrant to Transfer Funds November 2023, the Payroll Warrants for November 2023, and the Housing Assistance Payments Warrants for November 2023. Chairman Johannes signed the warrants.

Project 667-2 Brigham Circle Window Replacement Project (FISH #141072)
The windows are on order and we expect construction to begin in January 2024.

Project 667-2 Brigham Circle ARPA Federal Pacific Replacement and Fire Alarm Upgrade (FISH #141073)
The schematic design is still under final EOHLIC review; construction is estimated to cost approximately \$973,000.

Project MA091-1 Norma Oliver Village Mechanical and Boiler Systems upgrade
This project was referred by Architect Brockway to Norian/Siani Engineering, Inc. for project design and management. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 5-0 to enter into a contract with Norian/Siani Engineering, Inc. for engineering services for the Mechanical Systems – antifreeze and heat pumps project in the amount of \$14,600, and to name Jaclyn Beaulieu as contract officer.

The Capital Improvement Plan for our state properties was approved by EOHLIC on 11/9/23. We have been approved for the following projects to begin this fiscal year: 8 Irving Street flooring replacement, 8 Irving Street 1st floor AC condenser replacement, 49 Washington St 2nd floor kitchen upgrade, and Brigham Circle site work and paving. We will be doing a revision to add a project to upgrade the 2nd floor bathroom at 49 Washington Street.

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 \$272 per door. Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve payment to Hays Companies for property, boiler and machinery insurance and crime insurance for period 11/17/23 through 11/16/24 in the amount of \$38,896.00.

Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve the annual clothing allowance payment payable to three full-time maintenance staff members, in the amount of \$500.00 each.

HHA was selected by Springwell for a Supportive Services in Housing Program for the residents of Brigham Circle and Norma Oliver Village. If accepted, the services would begin to slowly roll out throughout the month of January 2024. The services would include on-site services for our residents a minimum of 20 hours per week, 24/7 urgent on call services for all residents, a free meals program including free lunch for all residents 5 days per week, and organized social activities for all residents. Upon a motion by Bryan Johannes, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 5-0 to enter into a Memorandum of Understanding with Springwell for a Supportive Housing Services Program at Brigham Circle and Norma Oliver Village, and to authorize Jaclyn Beaulieu as contract officer.

HHA had a visit from EOHLC Secretary Ed Augustus. Secretary Augustus was appointed in June 2023 to the new Executive Office of Housing and Livable Communities and has since been visiting local housing authorities to introduce himself and learn about our agencies. Chairman Johannes was also present at the meeting. It was a great opportunity to introduce HHA to the Secretary and to learn about his priorities for his tenure at EOHLC.

The Brigham Circle storage area cleanout is mostly complete. The tenants have had their time to remove their belongings from the areas, and HHA maintenance is now going through and removing anything left behind before cleaning the rooms.

Chairman Johannes opened the meeting to resident comments:

Resident Florence Ryan expressed concern over residents smoking inside their apartments in violation of the No Smoking Policy and Lease. There was a discussion about the difficulties of enforcing the No Smoking Policy, and the frustrations both management and neighbors have with people smoking inside. Director Beaulieu asked that any residents who need to report neighbors smoking inside the buildings should contact her directly.

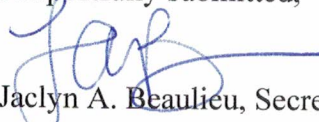
Other Business:

The next meeting will take place on Thursday, January 18, 2024 at 6:30 p.m. at the Brigham Circle community center, 6 Brigham Circle, Hudson, MA.

Executive Session: None.

Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to adjourn at 7:57 p.m.

Respectfully submitted,


Jaclyn A. Beaulieu, Secretary