

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman Bryan Johannes called the meeting to order at 6:47 p.m.

The meeting took place at the Brigham Circle Community Center, 6 Brigham Circle, Hudson, MA 01749.

Members Present: Bryan Johannes, Stephen Domenicucci, Cynthia Janeiro-Ehlke  
Members Absent: Sarah Cressy, Christine Dimare  
Others Present: Jaclyn Beaulieu, public attendees

Upon a motion by Bryan Johannes, duly seconded by Cynthia Janeiro-Ehlke, the Board voted 2-0-1 to approve the minutes of the April 4, 2024 regular meeting, as presented. Cynthia Janeiro-Ehlke abstained.

Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted 2-0-1 to approve the minutes of the April 4, 2024 executive session meeting, as presented. Cynthia Janeiro-Ehlke abstained.

The Board reviewed the 10/1/23 through 3/31/24 budget comparative report. Upon a motion by Bryan Johannes, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 3-0 to approve the 10/1/23 through 3/31/24 budget comparative report, as presented.

The Board noted their receipt of the quarterly operating statements for the quarter ending 3/31/24.

Commissioners reviewed the Accounts Payable report for April 2024. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 3-0 to approve the Accounts Payable report for April 2024, as presented.

Commissioners reviewed the Warrant to Transfer Funds for April 2024 and the Payroll Warrants for April 2024. Chairman Johannes signed the warrants. The Housing Assistance Payments Warrant for May 2024 was deferred the June meeting.

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

The Board reviewed the Certificate of Final Completion and application for payment number 4. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 3-0 to approve the Certificate of Final Completion for the Brigham Circle 66-7 (FISH #141072) Window Replacement Project, as presented, and to approve issuance of (final) payment number 4 to the contractor in the amount of \$17,269.02.

Project 667-2 Brigham Circle ARPA Federal Pacific Replacement and Fire Alarm Upgrade (FISH #141073)  
The Board reviewed the bid list for the Brigham Circle 667-2 Federal Pacific Replacement and Fire Alarm Upgrade project. An addendum to the public bid was published during the bid period to push the bid deadline from April 27 to May 2. Two bids were received. EOHLIC reviewed the apparent low bid from Jupiter Electric, Inc. in the amount of \$849,00 and found the bid to be in order. BLW Engineers also reviewed the bid paperwork and deemed it to be in order, and received several favorable references for past similar work. BLW Engineers has recommended that HHA accept the Bid from Jupiter Electric, Inc. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 3-0 to accept the lowest responsible and eligible bid from Jupiter Electric, Inc. for the Brigham Circle 667-2 Federal Pacific Replacement and Fire Alarm Upgrade project in the amount of \$849,900, and to enter into a contract with Jupiter Electric, Inc. with Jaclyn Beaulieu as contract officer.



Project MA091-1 Norma Oliver Village Mechanical and Boiler Systems upgrade  
 The estimated construction cost for the Norma Oliver Village Mechanical and Boiler Systems upgrade project is \$140,000. This project is planned to go out to bid on May 22.

Project MA091-1 Norma Oliver Village Trash Shed Upgrade  
 After HHA voted at the 4/4/24 meeting to accept the low bid on this project from Katco Contracting, Inc., the contractor decided to withdraw their bid for the project. Therefore, we must move to the next low bid. The second apparent low bidder is Damazio Builders, Inc. with a bid of \$59,777.00. Designer Brockway checked references on Damazio Builders, Inc. he has recommended approval of their bid as the lowest responsible and eligible bidder for the project. Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 3-0 to accept the nest lowest responsible and eligible bid from Damazio Builders, Inc. for the Norma Oliver Village Trash Shed upgrade project in the amount of \$59,777, and to enter into a contract with Damazio Builders, Inc. with Jaclyn Beaulieu as contract officer.

Project 689 49 Washington Street 2<sup>nd</sup> Floor Kitchen Upgrade (FISH 141415)  
 The schematic design is finished and the designer is working on a bidding timeline.

Project 689 8 Irving Street Interior/Exterior Lighting Replacement (FISH 141413)  
 RCAT is the designer of the 8 Irving Street Interior/Exterior Lighting Replacement project. A scope of work was completed and put out to vendors on the TRD01 Statewide Contract requesting that they submit quotes. We are accepting quotes until May 15 at 2:00 p.m.

Upon a motion by Bryan Johannes, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 3-0 to approve the HUD 2024 federal income limits, as presented, retroactively to April 1, 2024. For reference, the income limits for these programs in the town of Hudson are as follows (see HHA website for full statewide adopted S8 income limits).

**Federal Public Housing and Section 8 Housing Choice Voucher Program**

Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low (30%)	34,300	39,200	44,100	48,950	52,900	56,800	60,700	64,650
Very Low (50%)	57,100	65,300	73,450	81,600	88,150	94,700	101,200	107,700
Low (80%)	91,200	104,200	117,250	130,250	140,700	151,100	161,550	171,950

Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 3-0 to accept the resignation of HHA maintenance employee, John Bucciaglia, effective April 26, 2024.

The Board noted the promotion of HHA maintenance employee Lucas Breton from Groundskeeper/Custodian to Maintenance Mechanic, effective May 5, 2024.

Director Beaulieu presented her suggestion to the Board to consider changing the job description and pay rate for the third maintenance employee from Groundskeeper/Custodian to Maintenance Mechanic. All three maintenance employees are expected to have the same skills and work load, including completing work



orders, vacant unit turnovers, and groundskeeping and custodial work. It would also make the open position more competitive when it is advertised. HHA fee accountant Robillard agrees that HHA's budget would be able to sustain the permanent pay increase. Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 3-0 to change the job description for the third maintenance position from Groundskeeper/Custodian to Maintenance Mechanic, and to change the pay rate for this position to the 2024 Maintenance Mechanic rate of \$34.96/hourly.

Resident Comments:

Resident F. Ryan thanked Chairman Johannes for his service on the HHA Board. Chairman Johannes' term is expiring on election day next week, and he has chosen not to rerun for his position on the Board.

Other Business:

The Brigham Circle Community Center office renovation for the Supportive Housing program is finally underway and progressing quickly.

The HHA Board usually reorganizes officers in June, however, with Chairman Johannes leaving the Board next week, it would benefit HHA to have a new chairman in place immediately. Upon a motion by Bryan Johannes, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 3-0 to name commissioner Stephen Domenicucci as chairman of the HHA Board of Commissioners, effective May 10, 2024. Thank you to Chairman Johannes from everyone in attendance for his 5 years of service on the HHA Board. The remainder of the Board reorganization will be added to the June meeting agenda.

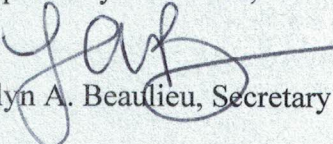
Chairman Johannes wished to inform the remainder of the HHA Board of Commissioners of his research into the Bruen Road property in Hudson, which is currently owned by the US Army. The property was previously used for Army housing, but has sat vacant for many years. The Army is currently trying to sell the property, and Chairman Johannes thinks it would be a good location for more affordable housing.

The next meeting will take place on Thursday, June 13, 2024 at 6:30 p.m. at the Brigham Circle community center, 6 Brigham Circle, Hudson, MA in conjunction with the public hearing on the Brigham Circle Annual Plan.

There was no executive session.

Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 3-0 to adjourn at 8:00 p.m.

Respectfully submitted,

  
Jaclyn A. Beaulieu, Secretary



