

Regular Meeting

August 8, 2024

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman Stephen Domenicucci called the meeting to order at 6:30 p.m.

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

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

Chairman Domenicucci welcomes Kristina Johnson, Director of Planning and Community Development for the town of Hudson, to present a proposed change to the Regulatory Agreement for the property at 307 Central Street, known as "Highlands at Hudson." Hudson Housing Authority is the monitoring agent for this property, and as such, must approve any proposed amendment to the Regulatory Agreement before it is adopted. The proposed amendment would amend the permit to convert unused space at the property into 1 additional unit. As part of the amendment, the owner is going to add 1 more affordable unit to the Town's subsidized housing inventory (SHI) list. Currently, the town is at 11% SHI, including the 40 new units being built on Packard Street. Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 4-0 to amend the Regulatory Agreement for 307 Central Street, as presented, and to authorize Jaclyn Beaulieu to sign the amended Agreement on behalf of the Hudson Housing Authority.

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted 4-0 to approve the minutes of the June 13, 2024 regular meeting, as presented.

Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 4-0 to approve the minutes of the July 10, 2024 special meeting, as presented.

The Board noted receipt of the quarterly operating statements dated 10/1/23 through 6/30/24.

The Board reviewed the 10/1/23 through 6/30/24 budget comparative report. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 4-0 to approve the 10/1/23 through 6/30/24 budget comparative report, as presented.

Commissioners reviewed the Accounts Payable report for June 2024 and July 2024. 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 June 2024, as presented. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 4-0 to approve the Accounts Payable report for July 2024, as presented.

Commissioners reviewed the Warrant to Transfer Funds for June 2024 and July 2024, Payroll Warrants for June 2024 and July 2024, and the Housing Assistance Payments Warrants for July and August 2024. Chairman Domenicucci signed the warrants.

Project 667-2 Brigham Circle ARPA Federal Pacific Replacement and Fire Alarm Upgrade (FISH #141073)

The contract with Jupiter Electric, Inc. was approved by EOHLC on August 8. There is a preconstruction meeting scheduled for August 14 to kick off the project.

Project MA091-1 Norma Oliver Village Mechanical and Boiler Systems upgrade

A preconstruction meeting with contractor Performance Plumbing and Heating, Inc. was held and a Notice to Proceed was issued on July 17, 2024. The contractor is currently working on a proposed schedule of work to begin in the next few weeks.

Project MA091-1 Norma Oliver Village Trash Shed Upgrade

Contractor Damazio Builders has sent submittals to architect Brockway and is working on a proposed schedule. They estimate construction to begin in about two weeks.

Project 689 49 Washington Street 2nd Floor Kitchen Upgrade (FISH 141415)

A preconstruction meeting was held with contractor Alpha Design Build, Inc. and a Notice to Proceed was issued on July 18. We are currently waiting on samples of cabinets, flooring, etc. to finalize color selections so that the materials can be ordered by the contractor.

Project 689 8 Irving Street Interior/Exterior Lighting Replacement (FISH 141413)

A preconstruction meeting was held and Notice to Proceed issued to D.M.H. Electric, Inc. on July 11. They have ordered and received materials and are scheduled to change out the fixtures on August 13-14.

Some provisions of Section 101 of HOTMA relative to Housing Quality Standards and the process for abatement of payments to landlords were made effective by HUD on June 6, 2024. Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 4-0 to adopt an amendment to the Section 8 Administrative Plan to incorporate currently effective provisions of Section 101 of HOTMA, as presented, retroactive to June 6, 2024.

Our IT company, Baystate Office Solutions, has recommended that HHA adopt a disaster recovery plan that we can follow in the event we have disruptions to our IT infrastructure, and provided us with a draft plan to review. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 4-0 to adopt the HHA Disaster Recovery Plan, as presented.

The Board reviewed the proposed 2024 EOHLIC income limits for the Massachusetts Rental Voucher Program (MRVP). Upon a motion by Christine Dimare, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 4-0 to adopt the 2024 income limits for the MRVP program, as presented, retroactive to June 10, 2024.

We have received 5 interest forms submitted by Hudson residents interested in filling the vacancy on the HHA Board of Commissioners. The position can be filled by a joint vote between the HHA Board of Commissioners and the Select Board. We have invited all 5 interested parties to attend today's meeting; two of the individuals are present. Sean Grant and Mary Lou McKeone introduced themselves to the Board, and each said a few words about why they are interested in being an HHA commissioner.

The other three interested parties were unable to attend today's meeting. In order to give them a chance to introduce themselves to the HHA Board before we put this issue to a joint vote, we will invite all 5 candidates to attend our September meeting on September 12. We will request a joint meeting with the Select Board to address our vacancy be scheduled during the Select Board's September 23, 2024 regular meeting.

We have hired someone to fill the maintenance department vacancy. Michael Lombardi has been hired as a Maintenance Mechanic with a start date of August 5, 2024.

Resident Comments:

Resident F. Ryan asked if the boiler project would cause any interruptions to water service to the residents. Director Beaulieu explained that the water may be shut off temporarily during work hours, but that it would be back on before the contractor leaves for the day. We will give everyone one week's notice before work is scheduled to begin, and provide a tentative schedule of what days work will be done at each building.

Resident K. Cicerone asked about a buzzing noise coming from the boiler room in Building 4 at Glen Road. Director Beaulieu to have maintenance look into this.

Other Business:

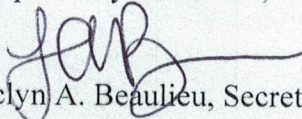
Summer cookouts have been scheduled for the residents. They will once again be catered by Firefly's. The Brigham Circle cookout is scheduled for Wednesday, August 21, and the Norma Oliver Village cookout has been scheduled for Wednesday, August 14. If any commissioners wish to attend, please let Director Beaulieu know.

The next meeting will take place on Thursday, September 12, 2024, at 6:30 p.m. at the Brigham Circle community center, 6 Brigham Circle, Hudson, MA.

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 7:32 p.m.

Respectfully submitted,


Jaclyn A. Beaulieu, Secretary

