

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman Stephen Domenicucci called the meeting to order at 5:32 p.m.

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

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

Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted 4-0 to approve the minutes of the August 8, 2024 regular meeting, as presented.

The Board reviewed the 10/1/23 through 7/31/24 budget comparative report. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 4-0 to approve the 10/1/23 through 7/31/24 budget comparative report, as presented.

Commissioners reviewed the Accounts Payable report for August 2024. Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 4-0 to approve the Accounts Payable report for August 2024, as presented.

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

Project 667-2 Brigham Cir ARPA Federal Pacific Replacement and Fire Alarm Upgrade (FISH #141073)
The preconstruction meeting was held and a Notice to Proceed was issued on August 20, 2024. The contractor has submitted their initial schedule of work to begin on October 1. They estimate approximately 4 months of construction, and will first do the fire alarm upgrade in Buildings 7-13, and then second go back and do the federal pacific panel replacement in Buildings 7-13. The electrical panels replacing the federal pacific panels are currently on order.

Project MA091-1 Norma Oliver Village Mechanical and Boiler Systems upgrade
Construction is ongoing. The new circulator pumps will require a change order to fit them to the current plumbing; we are currently waiting for that from the contractor. The electrical subcontractor has discovered an issue with the current wiring (no ground wire) and we have a meeting scheduled to discuss if this will also require a change order.

Project MA091-1 Norma Oliver Village Trash Shed Upgrade
Construction has begun. The old sheds were demoed this week and the contractor will be pouring concrete next week to begin construction on the new sheds.

Project MA091-1 Norma Oliver Village Community Center Generator
The Board reviewed a proposal from Norian/Siani Engineering, Inc. to design the Community Center Generator project. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 4-0 to approve the Letter of Agreement submitted by Norian/Siani Engineering, Inc. for the Norma Oliver Village Community Center generator project, with a contract price of \$9,500, and to name Jaclyn Beaulieu as contract officer, and Stephen Domenicucci as secondary contract officer.

Project 689 49 Washington Street 2nd Floor Kitchen Upgrade (FISH 141415)
 Construction is almost complete on the 49 Washington Street 2nd floor kitchen upgrade project. The cabinets are in and we are currently waiting on the countertops. This project should be complete in the next couple weeks.

Project 689 8 Irving Street Interior/Exterior Lighting Replacement (FISH 141413)
 Construction is almost complete on the 8 Irving Street lighting replacement project. The contractor has to return to complete the changeout in one more bedroom that they couldn't previously gain access to. This should be done in the next week.

Commissioners reviewed the aging accounts in Tenant Accounts Receivable for Brigham Circle and Norma Oliver Village as of 9/30/2023. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 4-0 to write off \$4,199.00 as of 9/30/23 in Brigham Circle 667 aging accounts. Upon a motion by Christine Dimare, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 4-0 to write off \$3,270.25 as of 9/30/23 in Norma Oliver Village 91-1 aging accounts.

The Board was presented the HUD published FY 2025 Fair Market Rents (FMRs) and Proposed Section 8 Payment Standards for the Boston-Cambridge-Quincy, MA HUD Metro FMR Area and all other areas of Massachusetts. For the first time in several years, the published FMRs decreased in most areas of MA from last year. In order to make sure the program participants do not become rent burdened if landlords request a contract rent increase this year, we propose using 100% of the published FMR, instead of the 95% of the published FMR that we have used for the last several years. This will result in a small increase in the payment standard that should hopefully avoid rent burdening the participants.

Upon a motion by Stephen Domenicucci, duly seconded by Christine Dimare, the Board voted 3-0-1 to establish the Payment Standard for the town of Hudson, MA and the entire Boston-Cambridge-Quincy, MA HUD Metro FMR Area at 100% of the published FY25 FMR, and all other areas of Massachusetts at 110% of the FY25 FMR, effective October 1, 2024.

The Boston-Cambridge-Quincy, MA HUD Metro FMR Area:

Bedroom Size	0	1	2	3	4	5
Fair Market Rent	\$2163	\$2288	\$2711	\$3266	\$3594	\$3926
Payment Standard	\$2163	\$2288	\$2711	\$3266	\$3594	\$3926

Cynthia Janeiro-Ehlke left the meeting.

The Board was presented with the proposed flat rent for MA091-1 Norma Oliver Village 1-BR units based on the proposed PMS of a 1-BR unit in Hudson, MA. Upon a motion by Stephen Domenicucci, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 3-0 to establish the flat rent for the 1-BR units at MA091-1 Norma Oliver Village at \$2,288, effective October 1, 2024.

The Board reviewed a proposed update to the federal public housing unit transfer policy. The current policy is lengthy and more complicated than is necessary for our small public housing program. The proposed policy closely mirrors the state public housing transfer policy. Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 3-0 to adopt the proposed amendment to the Admissions and Continued Occupancy policy to update the federal public housing unit transfer policy, as presented.

The Board discussed the FY25 Budget Guidelines that were released by EOHLC on 8/13/24. Included is a 12% increase to the Allowable Non-Utility Expense Level (ANUEL). Our fee accountant believes he should be able to have a proposed budget to present at the October meeting on October 12. There

The Board again welcomed any of the five (5) interested candidates who submitted Interest Forms to the Town of Hudson for the vacancy on the HHA Board of Commissioners to introduce themselves. Candidate Christine Monteiro introduced herself to the board and said a few words about why she is interested in this position.

Resident Comments:

There were no comments.

Other Business:

Brigham Circle unit 13-9 is currently on an extended vacancy waiver from EOHLC due to no electricity to the unit. This unit is part of the federal pacific panel replacement project. The federal pacific panel currently in the unit is no longer functional, and there is no way to fix the panel until it is replaced as part of the project. The contractor is estimating to begin replacing the panels in December.

There will be a joint HHA and Select Board meeting on Monday, September 23, 2024 at 7:00 p.m. at the Hudson Police Station to appoint someone to the open seat on the HHA Board of Commissioners. Commissioner Cressy cannot attend; everyone else able to attend.

The next meeting will take place on Thursday, October 10, 2024, at 6:30 p.m. at the Norma Oliver Village community center, 4 Glen Road, Hudson, MA. We expect to have a proposed budget at this meeting, with Fee Accountant Robillard in attendance.

There was no executive session.

Upon a motion by Stephen Domenicucci, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 3-0 to adjourn at 6:18 p.m.

Respectfully submitted,


Jaclyn A. Beaulieu, Secretary

