

Regular Meeting

December 12, 2024

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman Stephen Domenicucci called the meeting to order at 6:33 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 Monteiro  
Members Absent: Christine Dimare  
Others Present: Jaclyn Beaulieu, public attendees

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted 4-0 to approve the minutes of the November 14, 2024 regular meeting, as presented.

Upon a motion by Sarah Cressy, duly seconded by Stephen Domenicucci, the Board voted 4-0 to approve the minutes of the November 26, 2024 special meeting, as presented.

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

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

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

Project 667-2 Brigham Cir ARPA Federal Pacific Replacement and Fire Alarm Upgrade (FISH #141073) Construction continues and remains ahead of schedule. The fire alarm system replacement and the federal pacific electrical panel replacement are mostly complete, and testing will start soon. The project requires another change order (no. 04) to include 4 smoke detectors in storage closets missed on the initial inventory. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 4-0 to approve Change Order 04 in the amount of \$1,483.54 to the Brigham Circle 667-2 ARPA Federal Pacific and Fire Alarm Upgrade project.

Project MA091-1 Norma Oliver Village Mechanical and Boiler Systems upgrade  
Construction is complete and we are waiting on a final punch list from the designer.

Project MA091-1 Norma Oliver Village Trash Shed Upgrade  
The ramps to the shed doors were widened today. The only outstanding item is installation of door closures to keep the doors from swinging a full 180 degrees out. This is forthcoming.

Project MA091-1 Norma Oliver Village Community Center Generator  
We project this project will go out to bid mid-January 2025, with a hopeful construction timeline early next summer.

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 \$292 per door. We do

not yet have the invoice, but the invoice is due to be paid by December 31. Director Beaulieu tried to get a copy of the invoice for today's meeting, but unfortunately it was not ready. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 4-0 to approve payment for the to Hays Companies for property, boiler and machinery insurance and crime insurance for period 11/17/24 through 11/16/25 at the rate of \$292 per unit for all elderly and congregate units, as invoiced in conjunction with the Executive Office of Housing and Livable Communities (EOHLC).

Upon a motion by Sarah Cressy, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 4-0 to approve the annual clothing allowance payment payable to three full-time maintenance staff members, in the amount of \$500.00 each.

The Board discussed PHN 2024-23: Aging in Place Turnover Guidelines released by EOHLC regarding funding for small adaptability upgrades to elderly units at unit turnover in state public housing. We are very excited to see some funding set aside for adapting units to help our elderly residents age in place, and are hopeful to start adapting some bathrooms to have more accessible showers.

Chairman Domenicucci addressed the Board regarding the "HHA resident matters" item on our agenda. Going forward, we will have a new policy to only take comments or questions by attendees on matters that are on the agenda. We will not take comments on items not on the agenda. If anyone has a matter they would like to see placed on a future agenda, please submit it in writing to the Executive Director so that she can forward to the Chairman; all agenda items are at the discretion of the Board Chair. As a reminder, Director Beaulieu has quarterly resident meetings and all residents are encouraged to attend these meetings to discuss various resident matters.

There were no resident comments.

Other Business:

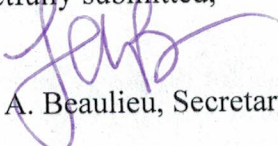
The next meeting will take place on Thursday, January 16, 2025, at 6:30 p.m. at the Brigham Circle community center, 6 Brigham Circle, Hudson, MA. There will be no regular February meeting. The March meeting is scheduled for Thursday, March 13, 2025 at 6:30 p.m.

Executive Session: Chairman Domenicucci declared that today's meeting requires an Executive Session. Upon a motion by Stephen Domenicucci, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 4-0 by roll call to enter into executive session at 7:27 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:	Christine Monteiro	Yay
	Cynthia Janeiro-Ehlke	Yay
	Sarah Cressy	Yay
	Stephen Domenicucci	Yay

Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 4-0 to adjourn at 8:01 p.m.

Respectfully submitted,

  
Jaclyn A. Beaulieu, Secretary