

Regular Meeting

January 16, 2025

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 Brigham Circle Community Center, 6 Brigham Circle, Hudson, MA 01749.

Members Present: Stephen Domenicucci, Sarah Cressy, Cynthia Janeiro-Ehlke, Christine Monteiro, Christine Dimare

Members Absent: None

Others Present: Jaclyn Beaulieu, public attendees

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve the minutes of the December 12, 2024 regular meeting, as presented.

Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve the minutes of the December 12, 2024 executive session meeting, as presented.

The Board reviewed the 10/1/24 through 11/30/24 budget comparative report. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve the 10/1/24 through 11/30/24 budget comparative report, as presented.

Commissioners reviewed the Accounts Payable report for December 2024. Upon a motion by Stephen Domenicucci, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve the Accounts Payable report for December 2024, as presented.

Commissioners reviewed the Warrant to Transfer Funds for December 2024, Payroll Warrants for December 2024, and the Housing Assistance Payments Warrant for January 2025. Chairman Domenicucci signed the warrants.

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

This project is nearing completion, aside from some items that will need to be addressed in change orders. There is an ongoing issue with the new GFCI breakers tripping repeatedly on stoves and heat in several apartments. The best way to solve this issue is to replace those GFCI breakers as the old style breaker. We are working on processing those change orders and they will be brought to the Board for approval once review is completed by the project team.

The Board reviewed Change Order 05 to update wall outlets in kitchens and bathrooms to GFCI outlets. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve Change Order 05 (Change Proposal 141073-CP-005) on the 667-2 Brigham Circle ARPA Federal Pacific Replacement and Fire Alarm Upgrade Project (FISH 141073) in the amount of \$19,962.64.

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

The Board reviewed the Certificate of Final Completion and the final invoice on this project. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve the Certificate of Final Completion and final payment to contractor Performance Plumbing & Heating, Inc. in the amount of \$11,364.38.

Project MA091-1 Norma Oliver Village Trash Shed Upgrade

This project is almost complete. The Board reviewed Change Order 01 for the widening of the ramps to the doorways of the sheds. Upon a motion by Stephen Domenicucci, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve Change Order 01 on the Norma Oliver Village Trash Shed Upgrade project in the amount of \$1,500.00.

Project MA091-1 Norma Oliver Village Community Center Generator

No Update.

Project 689: 49 Washington Street 2nd Floor bathroom upgrade (FISH 141421)

There is an ongoing problem with the 2nd floor bathroom at 49 Washington Street involving water leaking out of the tub/shower when in use. This is causing water to leak through to the first floor living room. This project aims to renovate the bathroom in a similar fashion to the downstairs bathroom we did a couple of years ago, where the entire floor is more or less waterproof to prevent leaking. RCAT has been assigned to this project and brought on Vance Architects to design the project. The design is currently underway.

The Board reviewed an amendment to the Section 8 Administrative Plan prepared by Manette Donovan & Associates to include further updates pursuant to the Housing Opportunity Through Modernization Act (HOTMA). Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to adopt the HOTMA amendment to the Section 8 Administrative Plan, with effective dates as listed in the amendment, as presented.

The Board considered a quote from Independent Systems Distributors, Inc. for the installation or monitoring devices and monitoring services of the fire alarm systems at all HHA properties. Upon a motion by Christine Dimare, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 5-0 to accept the quote from Independent Systems Distributors, Inc. in the amount of \$8,653.50 for the installation of monitoring devices and monitoring services of the fire alarm systems at HHA properties.

The Board considered a quote from Independent Systems Distributors, Inc. for semi annual inspections and servicing of the fire alarm systems at HHA properties. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 5-0 to accept the quote from Independent Systems Distributors, Inc. in the amount of \$6,243.00 for semi annual inspections, and servicing of the fire alarm systems at the hourly rates listed in the presented quote for service as needed, at HHA properties.

Other Business:

There was a discussion of the updated agenda item of public attendee comments and questions on agenda items. To be more consistent with guidance on Open Meeting Law in keeping topics of discussion to items on the posted agenda, the Board will allow public attendees to comment and ask questions on items listed on the applicable agenda only. If anyone has a matter they would like to see

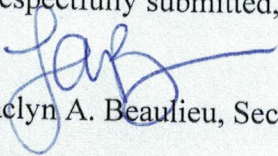
placed on a future agenda, please submit it in writing to the Executive Director so that she can forward to the Chairman; all agenda items are at the discretion of the Board Chair. As a reminder, Director Beaulieu has quarterly resident meetings and all residents are encouraged to attend these meetings to discuss various resident matters.

The next meeting will take place on Thursday, March 13, 2025, at 6:30 p.m. at the Norma Oliver Village community center, 4 Glen Road, Hudson, MA. There will be no regular February meeting.

There was no executive session.

Upon a motion by Sarah Cressy, duly seconded by Stephen Domenicucci, the Board voted UNANIMOUSLY 5-0 to adjourn at 7:41 p.m.

Respectfully submitted,


Jaclyn A. Beaulieu, Secretary

