

Regular Meeting

October 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, Christine Monteiro, Christine Dimare, Cynthia Janeiro-Ehlke

Members Absent: N/A

Others Present: Jaclyn Beaulieu, public attendees

Christine Dimare was not present at the start of the meeting.

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted 3-0-1 to approve the minutes of the September 11, 2025 regular meeting, as presented. Cynthia Janeiro-Ehlke abstained.

Christine Dimare entered the meeting.

The Board reviewed the 10/1/24 through 8/31/25 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 8/31/25 budget comparative report, as presented.

Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to defer the September 2025 accounts payable to the next meeting.

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

Project 667-1&2 Brigham Circle Common Area Floor Replacement (FISH 141420)

A preconstruction meeting was held and a Notice to Proceed issued to CJM Services, Inc. on 9/17/25. Materials are currently on order.

Project 667-1&2 Brigham Circle Site Work and Paving (FISH 141416)

The site survey is complete. Director Beaulieu and Maintenance Supervisor Orkiseski met with a representative from Allen & Major Associates and walked the site last week, noting specific areas of concern and creating a "wish list" for them to start the design process.

Project 667-1&2 Brigham Circle Hot Water Heater Replacement (FISH 141423)

A work order was created for this project to proceed forward with replacement of the hot water heaters only; we will continue to look into updated heating options as time and funds allow. We are currently awaiting a designer quote for this project.

Project MA091-1 Norma Oliver Village Community Center Generator

Preparatory work at the site is completed; we are still waiting on delivery of the generator.

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

Sorella Contracting, Inc. is almost finished with Change Order 03, which was the last of outstanding items on the punch list. We hope to have this finished and ready for a Certificate of Final Completion at the next meeting.

Project 689: 49 Washington Street Side Ramp Upgrade (FISH 141426)

Vance Architects, LLC is currently working on the design for this project.

As part of EOHLC's Performance Management Review process, we must review our affirmative action goal annually and update our minority placement rate accordingly. The affirmative action goal we must use is the higher of the percent of population with a minority race/ethnicity in the town (Hudson) (4.5%), or that of the Metropolitan Statistical Area (Boston-Cambridge-Newton, MA-NH Metro Area) (18.2%). Currently, the percentage of minority households in our state public housing is 5.74%. Therefore, we have not met our affirmative action goal and must implement a minority placement rate of 1 in 5 (20%) of households admitted to the program until we reach our affirmative action goal. Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to set the affirmative action goal at 18.2%, and the subsequent minority placement rate at 1 in 5 (20%) of households admitted to the state public housing program.

The Board reviewed the invoice from Wattsaver Lighting Products for updated emergency lighting equipment at Norma Oliver Village. Upon a motion by Stephen Domenicucci, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve payment to Wattsaver Lighting Products in the amount of \$6,799.00 on invoice #138561.

The Board noted EOHLC approval of the FY25 Budget Revision 01 submitted in September.

The Board continued discussion of the Smoke Free Policy at Norma Oliver Village. A survey was sent to all residents to gather information on the residents' thoughts of the current policy and thoughts for future changes to the policy. We received 47 completed surveys, which is 51% of the households at Norma Oliver Village. About 1/3 of the respondents reported that they are smokers; 2/3 reported that they are nonsmokers. About 2/3 of the respondents reported that they do not think we need to make any changes to the current Smoke Free Policy; 1/3 of the respondents reported that they think we should make changes to the current Smoke Free Policy. Of the respondents who reported that they think we should make changes to the policy, most reported that they prefer designated smoking areas over a fully smoke free property. There was discussion about the feasibility of setting designated smoking areas; Director Beaulieu to begin looking into this and start mapping out any areas that could be designated for smoking. We are unsure if, given the layout of the property, if this will be feasible; discussion to continue at the next meeting.

Other Business:

Public attendee feedback was received.

Resident K. Demarco stated that she agrees with trying to move forward with changing the Smoke Free Policy to create designated smoking areas that are placed far away from the buildings.

The boiler in building 1 at Norma Oliver Village requires repairs. The expansion tank has failed and caused issues with the safety valves and pressure regulator, and the tank is currently leaking. After seeking 3 quotes, Director Beaulieu recommended repairs to be completed by Demelo Heating & Air Conditioning, Inc. Upon a motion by Christine Monteiro, duly seconded by Sarah Cressy, the Board voted UNANIMOUSLY 5-0 to accept the quote from Demelo Heating & Air Conditioning, Inc. in the amount of \$5,590 for repairs to the Building 1 boiler at 4 Glen Road.

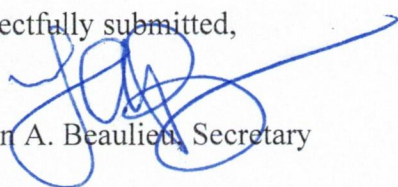
The next meeting will take place on Thursday, November 13, 2025 at 6:30 p.m. at the Norma Oliver Village community center.

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 5-0 by roll call to enter into executive session at 7:44 p.m., to discuss the Authority's pending litigation position relative to a 9/4/24 housing discrimination complaint based on disability pending against the Authority at the Massachusetts Commission Against Discrimination, as the discussion of this matter in open session may have a detrimental effect on the litigating 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
	Christine Dimare	Yay
	Stephen Domenicucci	Yay

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to adjourn at 8:20 p.m.

Respectfully submitted,


Jaclyn A. Beaulieu, Secretary

