

MINUTES
Regular Meeting
Framingham Housing Authority
April 13, 2020

(remote: www.gotomeeting.com)

1. Roll Call:

Present:

Janet Leombruno
Phyllis A. May
Robert L. Merusi
Janice M. Rogers
Stephen P. Starr

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

a. Regular Meeting held on March 9, 2020;

Upon vote, motion by Commissioner Rogers, seconded by Commissioner Leombruno, the Minutes of the Regular Meeting of the board held on March 9, 2020 were approved as amended, the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
5	0

3. COMMUNICATION

Paul, spoke of the Red Dog Pet Resort, they could not come to present with coronavirus. The next Zoning Board of Appeals meeting is tentatively May 13th.

4. TENANT AND PUBLIC CONCERNS OR COMMENTS

None

5. FINANCIALS

- a. Approval of Bills
- b. Credit Card Statement – will bring forth next month
- c. Financial Statement review

Upon vote, motion by Commissioner May, seconded by Commissioner Leombruno, the bills were approved; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
5	0

6. REPORT OF THE EXECUTIVE DIRECTOR

Board packet Department monthly reports;
Work orders, Public housing, Section 8, FSS program and Resident Services information. [Discussion] Inspection updates all property if applicable.

Paul spoke of the impact the coronavirus has had on the authority. As stated in Helen's report we have been proactive, our Resident Services department have been amazing supporting our residents, with food deliveries, etc., Thank you to Keegan Hersey, Suzanne Garcia, Ryan Carey and Carol Ju.

Spoke of tenants, as of today no one has the virus. We do our part; we can't control where the tenants go.

FHA staff are attending the DHCD and HUD check in calls as well as other industry calls from NAHRO and MassNAHRO.

The FHA have modified its operations for the protection of our staff and residents and to decrease the spread of COVID-19. As of March 16th the housing authority closed to the public. However, will schedule face to face meeting in certain circumstances. All Administrative staff are available every day. Regardless of rotation schedule by phone and email.

Maintenance as been put in a two group rotating groups. Taking necessary precautions.

Went over program updates.

We are still very busy with empties, clean-up, many projects going on.

Upon roll call vote, motion by Commissioner May, seconded by Commissioner Leombruno, the Executive Directors Report was approved; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
5	0

7. UNFINISHED BUSINESS

8. NEW BUSINESS

- a. Motion to approve using local other monies for sidewalk repairs on Arsenal Road in the amount of \$15,000.00; in house project.

Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner May, it was voted to approve using local other monies for sidewalk repairs on Arsenal Road in the amount of \$15,000.00; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Janet Leombruno	
Phyllis A. May	
Robert L. Merusi	
Janice M. Rogers	
Stephen P. Starr	

- b. St Lo (Hilapp Project):

Seeking board approval to enter into a contract with the low bidder Harvey Building Products for the supply of windows for the continuation of the Hilapp project.

Upon roll call vote, motion by Commissioner Rogers, seconded by Commissioner May, it was voted to approve entering into a contract with the low bidder Harvey Building Products for the supply of windows in the amount of \$25,799.90 for the continuation of the Hilapp project; the ayes and nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Janet Leombruno	
Phyllis A. May	
Robert L. Merusi	
Janice M. Rogers	
Stephen P. Starr	

- c. St Lo (Hilapp Project):

Seeking board approval to enter into a contract with the low bidder Harvey Building Products for the supply of siding and exterior doors for the continuation of the Hilapp project.

Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner Rogers, it was voted to approve entering into a contract with the low bidder Harvey Building Products for the supply of siding and exterior doors in the amount of \$8,930.12 for the continuation of the Hilapp project; the ayes and nays were as follows:

Ayes

Nays

Janet Leombruno
Phyllis A. May
Robert L. Merusi
Janice M. Rogers
Stephen P. Starr

d. Health and Safeties:

Seeking board approval to enter into a contract with the low bidder for column entryway project on Arsenal Road.

Upon roll call vote, motion by Commissioner Rogers, seconded by Commissioner Merusi, it was voted to approve entering into a contract with the low bidder Scott Austin Carpentry in the amount of \$18,900.00 for the column entryway project on Arsenal Road; the ayes and nays were as follows:

Ayes

Nays

Janet Leombruno
Phyllis A. May
Robert L. Merusi
Janice M. Rogers
Stephen P. Starr

- e. Motion to approve Legal Services Contract with Mayer, Antonellis, Jachowicz & Haranas for an additional year – May 9, 2020 to May 9, 2021. One additional option to renew remains.

Upon roll call vote, motion by Commissioner Leombruno, seconded by Commissioner May, it was voted to approve Legal Services Contract with Mayer, Antonellis, Jachowicz & Haranas for an additional year – May 9, 2020 to May 9, 2021. One additional option to renew remains; the ayes and nays were as follows:

Ayes

Nays

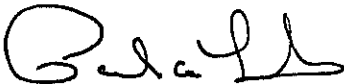
Janet Leombruno
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9. **OPERATIONS AND MODERNIZATION DEPARTMENT UPDATES**
Maintenance, capital projects Change Orders, Substantial Completion, Final Completion and Application for Payments. Safety, future planning

No report this month. Modified board packet this month.

10. **ADJOURNMENT** - Upon roll call vote, motion by Commissioner May, seconded by Commissioner Leombruno, meeting was adjourned at 2:45 PM.

Respectfully Submitted



Paul Landers
Executive Director