

Voted: Commissioner Souza made a motion to approve Vareika Construction's three change orders in the total amount of \$48,446.38. Motion seconded by Commissioner Manzone. Vote unanimous.

Executive Director Search - Decision

The Executive Director Search – Decision topic was discussed at the beginning of the meeting under the topic Interview – J. Falone Executive Director Candidate.

NEW BUSINESS:

Meet & Greet With Angie / Town Administrator – Discussion Home Rule Petition

The Director informed the Board Town Administrator Angie Lopes Ellison was not able to make the meeting and will reschedule.

Tabled Items

None.

FAIRHAVEN TOWN CLERK
RCUD 2022 NOV 17 PM3:01

Communications/Correspondence - MassNAHRO & FHA Newsletters

MassNAHRO September 2022 Newsletter

There was no MassNAHRO newsletter this month.

FHA October 2022 Newsletter

The FHA October 2022 Newsletter was mailed to the Board for review. The Board agrees the pink colored newsletter for breast cancer awareness was well put together and eye catching.

Items/Documents/Forms Not Anticipated

None.

Director's Report – August 12th, 2022

The Board reviewed the Executive Director Update as of October 20th, 2022. Commissioner Souza informed the Board at the last Community Preservation Committee meeting the members scanned the applications submitted and had no questions on the application submitted for the Fairhaven Housing Authority brick re-pointing and balcony brick repair at Dana Court. No decisions have been made yet.

Questions or Concerns of Commissioners

Commissioner Manzone would like to see the community room at Oxford Terrace dedicated in honor and appreciation of Mrs. Anne Silveira. Mrs. Silveira is a legendary dedicated Fairhaven town official, always a positive influence for over twenty years, and a mentor too many. Chairperson Alfonso and Commissioner Souza agree it is a wonderful idea. Director Sheedy will have a plaque made and set up a ceremony.

Voted: Commissioner Manzone made a motion to name the community room at Oxford Terrace for Commissioner Silveira. Motion seconded by Chairperson Alfonso. Vote unanimous.

Chairperson Alfonso would like to give the employees of the Fairhaven Housing Authority some additional time off during the holiday season as a gift from the Board. It should be noted that the staff has Friday November, 25th off if they work Veterans Day November 11th, 2022 or use a personal or vacation day per existing policy. The staff will also have Monday, December 26th, 2022 and Monday January 2nd, 2022 off as dictated when the actual holiday falls on a Sunday.

Voted: Commissioner Manzone made a motion to give the Fairhaven Housing Authority staff Wednesday, November 23rd, 2022, Friday, December 23rd, 2022 & Friday, December 30th, 2022 off for the holidays. Motion seconded by Chairperson Alfonso. Vote Chairperson Alfonso Yes, Commissioner Manzone Yes and Commissioner Souza No.

Future Agenda Items

None.

Voted: Commissioner Manzone made a motion to accept and place on file the Utility Usage and Expense Report for September 2022. Motion seconded by Commissioner Souza. Vote unanimous.

Quarterly Cash Forecast / Quarterly Solar Income Report

The Board reviewed the Quarterly Cash Forecast/Solar Income Reports.

Voted: Commissioner Manzone made a motion to accept and place on file the Quarterly Cash Forecast and the Quarterly Solar Income Report. Motion seconded by Commissioner Souza. Vote unanimous.

Fenton, Ewald & Associates - September 2022 Financials

The Board reviewed the September 2022 Financials.

Voted: Commissioner Manzone made a motion to approve and place on the file the Fenton, Ewald & Associates September 2022 Financials. Motion seconded by Commissioner Souza. Vote unanimous.

Fenton, Ewald & Associates – Budget Revision

The Board reviewed the Budget Revision from Fenton, Ewald and Associates.

Voted: Commissioner Souza made motion to accept and place on file the Proposed Operating Budget for the state aided housing of the Fairhaven Housing Authority, Chapters 667 & 705, Program 400-1, Fiscal Year Ending December 31st, 2022; showing total revenue of \$1,641,682.00 account number 3000; with total expenses of \$1,539,650.00 account number 4000; thereby requesting a subsidy of \$47,000.00 account number 3801; and further that the Executive Director's total annual salary of \$93,173.00 for the fiscal year ending December 31st, 2022 be submitted to the Department of Housing & Community Development for its review and approval. Motion seconded by Commissioner Manzone. Roll call Vote: Chairperson Alfonso Yes, Commissioner Manzone Yes & Commissioner Souza Yes. Vote Unanimous.

Bad Debt Write Off

The Board reviewed the Bad Debt Write Off of \$188.00.

Voted: Commissioner Souza made a motion to approve the Bad Debt Write Off of \$188.00. Motion seconded by Commissioner Manzone. Vote unanimous.

OLD BUSINESS:

Security @ Complexes

The Director informed the Board there are ongoing issues at the cottages. Director Sheedy will be working with the attorney and possibly going forward with an eviction for cause. The Director has had several meetings with this tenant. There are a lot of concerns. Director Sheedy and Lieutenant Sabral of the Fairhaven Police Department will be setting up meetings with a couple of tenants due to some minor tenant to tenant issues.

Pest Control

Director Sheedy informed the Board there are revisit cases of ghost ants at Building 100. Waltham Pest has started treatment. Inspections of units are going to be conducted to make sure all units that need to be treated are being treated. The Director also informed the Board a bed bug sniffing dog came in and found issues in two units at Anthony Haven and treatment has begun.

Maintenance Garage/Bicycle Storage

The Director informed the Board there was a zoom meeting with herself, Tom Caron, the State architect David Cann and Rob Smith of J.M.B.A. this morning. Costs have been brought down and the project is in redesign and will hopefully go back out to bid in late spring.

MassNAHRO Lawsuit-Update

MINUTES

REGULAR MEETING

FAIRHAVEN HOUSING AUTHORITY

October 20, 2022

Chairperson Alfonso called the Fairhaven Housing Authority Regular Meeting of October 20th, 2022 to order at 2:30 p.m.

PRESENT: Chairperson Carol Alfonso, Commissioner Ronnie Manzone, Commissioner Gary Souza.

ABSENT: Commissioner Anne Silveira, Commissioner Timothy Francis

STAFF: Krisanne Sheedy & Kim Marie McArdell.

The minutes were recorded by Kim Marie McArdell.

Interview – J. Falone Executive Director Candidate

The Interview with J. Falone candidate for the Executive Director position has been cancelled due to no full Board. A special meeting will need to be scheduled with a full Board present. The subcommittee narrowed down the candidates to three. One candidate was not able to be considered due to a conflict of interest, one candidate withdrew their interest in the position, leaving just one candidate. After a lengthy discussion the Board would like to interview Ms. Falone at a special meeting as soon as convenient for the full Board and also open the position up to accept new candidates. Director Sheedy has offered to delay her retirement and also to potentially stay on as a consultant for all construction projects after the transition to the new Executive Director.

Voted: Commissioner Manzone made a motion to have a special meeting to interview Executive Director Candidate J. Falone and to open up the position to accept new candidates, pending conversations with the lawyer and Rick Leco. Motion seconded by Commissioner Souza. Vote Unanimous.

Acceptance of the Minutes of the Regular Meeting of September 15th, 2022.

Voted: Commissioner Manzone made a motion to accept and place on file the Minutes of the Regular Meeting on September 15th, 2022. Motion seconded by Commissioner Souza. Vote Unanimous.

Tenant/Public Participation/ In Person or Remote

Chairperson Alfonso noted that there is access to the meeting in person and remotely via Zoom.

Warrant & Operating Reports

Approval of the Warrant - Bills – September 16th, 2022 through October 14th, 2022

The Board reviewed the warrant for September 16th, 2022 through October 14th, 2022.

Approval of the Warrant - Bills - October 15th, 2022 through October 20th, 2022.

The Board reviewed the warrant for October 15th, 2022 through October 20th, 2022.

Voted: Commissioner Manzone made a motion to approve and place on file the warrant for bills from September 16th, 2022 through October 14th, 2022 and bills from October 15th, 2022 through October 20th, 2022. Motion seconded by Commissioner Souza. Vote unanimous.

September 2022 Tenant Aging and Credit Account Balance Reports

The Board reviewed the Tenant Aging and Credit Account Balance Reports for September, 2022. Director Sheedy stated everything is normal regarding the September 2022 Accounts Receivable Credit Balances. The Director informed the Board that the Housing Authority has sent the 667-1 balance of \$1,265.00 to the attorney for eviction processing. The 667-3 balance of \$1,631.00 has an outside agency intervening to help pay the balance due. The 667-4 balance of \$1,834.00 tenants are paying an additional \$200.00-\$300.00 per month.

Voted: Commissioner Manzone made a motion to accept and place on file the Credit Account Balance Report for September, 2022. Motion seconded by Commissioner Souza. Vote unanimous.