

**Arlington Housing Authority
Regular**

Minutes

April 19, 2023, at 6:45 PM

Call to Order

The virtual meeting was called to order at 6:57 PM by Mr. Connor

Roll Call

Present: Brian Connor, Nicholas Mitropoulos
Gaar Talanian, Jo Anne Preston and
Fiorella Badilla

Also Present: John Nagle, Executive Director,
John Greco, Attorney

Notice to Town Clerk

Notice of this meeting was delivered electronically April 14, 2023 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

13:35

Executive Director's Report

Mr. Nagle brought the Board up to date on the ongoing projects we have going on and the projects that will be starting soon.

19:10

LTO Memorandum of Understanding Update

Mr. Connor said there was a subcommittee for the MOU. He said that the committee met with the Presidents of the LTO's. The MOU used the regulation. The MOU will be effective June 1st. The LTO's from Cusack Terrace, Drake Village and Winslow Towers have signed the MOU. There is not an LTO at Chestnut Manor.

Ms. Badilla asked if adjustments to the MOU can still be requested by LTO's.

Mr. Connor said that suggestions or questions related to the MOU can be directed to Mr. Nagle.

Ms. Badilla asked whether decorations could be added as an authorized expense.

Mr. Connor said they could make adjustments for decorations.

Mr. Preston wanted to know if this is reviewed every year.

Ms. Badilla wanted to know if the Housing Authority has supplied an office for the LTO at Menotomy Manor?

Ms. Preston said that she doesn't understand why they can't use the Life & Skills Center.

Mr. Nagle said that we do not have an office yet, but that the LTO can reserve space at the Life & Skills Center for meetings and to conduct business.

Mr. Nagle said are several programs currently being held at the Life & Skills Center.

Mr. Nagle said that storage space has been made available at the Life & Skills Center in multiple locations for the MMTA.

Mr. Connor wants a calendar made so that the tenants know when the meetings are being held.

Mr. Connor said that we are storing decorations at Cusack Terrace.

Ms. Preston wanted to know if there was a bulletin board.

Mr. Nagle said yes.

Mr. Connor said that each LTO must run their own meeting.

Mr. Talanian asked if these are DHCD guidelines.

Mr. Connor said yes.

Mr. Talanian asked if we had to give \$6.00 per unit.

Mr. Connor said that in order for a LTO to get funding an LTO must submit a budget.

Ms. Preston said we should review this every year.

Mr. Connor said the LTO's are certified for five-year periods.

Mr. Connor asked Ms. Badilla to talk to Jennifer Hernandez about the MOU.

43:30

Approval of DHCD Wage Match, v2 Acknowledgement Form

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos, it was unanimously voted in favor to Approve the DHCD Wage Match, v2 Acknowledgement Form.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	
Gaar Talanian	X	
Jo Anne Preston	X	
Fiorella Badilla	X	

47:36

Approval of Addendum to the Arlington Housing Authority Personnel Policy

Upon a motion made by Mr. Talanian and seconded by Ms. Badilla it was unanimously voted in favor to Approve the Addendum to the Arlington Housing Authority Personnel Policy.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	
Gaar Talanian	X	
Jo Anne Preston	X	
Fiorella Badilla	X	

49:20

Approval of Fee Accounting Contract with Richard W. Conlon, CPA

Upon a motion made by Mr. Mitropoulos and seconded by Ms. Badilla it was unanimously voted in favor to Approve the Fee Accounting Contract with Richard W. Conlon, CPA.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	
Gaar Talanian	X	
Jo Anne Preston	X	
Fiorella Badilla	X	

50:44

Acceptance of Office of Labor and Workforce Development Wage Rates Effective 4/1/2023

a. Electrician	\$47.38
b. Groundskeeper/Custodian	\$30.38
c. Laborer	\$33.85
d. Maintenance Aide	\$28.07
e. Maintenance Mechanic	\$35.50
f. Working Foreman	\$37.74

Upon a motion made by Mr. Talanian and seconded by Ms. Badilla it was unanimously voted in favor to Approve the Office of Labor and Workforce Development Wage Rates Effective 4/1/2023.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	
Gaar Talanian	X	
Jo Anne Preston	X	
Fiorella Badilla	X	

53:30

Approval to Provide Executive Director Authorization to Allocate Up to 10% of Construction Cost Towards Administrative Fee for the Following Projects: DHCD Project #'s 010090, 010102, 010103, 010105, 010106, 010108, 010109, 010112, 010113, 010114, 010115, 010116, 010118, 010119, 010121, 010122, 010123, 010124, 010126, 010127 & 101029.

Upon a motion made by Ms. Badilla and seconded by Mr. Talanian it was unanimously voted in favor to Approve the Executive Director Authorization to Allocate Up to 10% of Construction Cost Towards Administrative Fee for the Following Projects: DHCD Project #'s 010090, 010102, 010103, 010105, 010106, 010108,010109, 010112, 010113, 010114, 010115, 010116, 010118, 010119, 010121, 010122, 010123, 010124, 010126, 010127 & 010129.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	

Gaar Talanian	X
Jo Anne Preston	X
Fiorella Badilla	X

55:35

Approval of Low Bidder and Award of Contract to Jupiter Electric, Inc. for Arlington Housing Authority Fire Alarm & FPE Panel upgrade, Drake Village Cottages 667-1, DHCD Project #010109 in the amount of \$489,000.00.

Upon a motion made by Mr. Talanian and seconded by Ms. Badilla it was unanimously voted in favor to Approve the Low Bidder and Award of Contract to Jupiter Electric, Inc. for Arlington Housing Authority Fire Alarm & FPE Panel Upgrade, Drake Village Cottages 667-1, DHCD Project #010109 in the amount of \$489,000.00.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	
Gaar Talanian	X	
Jo Anne Preston	X	
Fiorella Badilla	X	

56:32

Approval of Proposed Change Order (PCO) Request 006 for the Arlington Housing Authority Hauser Building Fire Alarm Systems Upgrade, Hauser Building 667-4, DHCD Project #010102.

a. PCO 006 in the amount of \$8,668.08

Upon a motion made by Ms. Badilla and seconded by Mr. Talanian it was unanimously voted in favor to Approve the Proposed Change Order (PCO) Request 006 for the Arlington Housing Authority Hauser Building Fire Alarm Systems Upgrade, Hauser Building 667-4, DHCD Project #010102.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	
Gaar Talanian	X	
Jo Anne Preston	X	
Fiorella Badilla	X	

57:52

Acceptance of Compliance Reserve Award in the amount of \$41,500.00 for the Fire Alarm & FPE Panel Upgrade Project, Drake Village Cottages 667-1. DHCD Project #010109.

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted to Accept the Compliance Reserve Award in the amount of \$41,500.00 for the Fire Alarm & FPE Panel Upgrade Project, Drake Village Cottages, 667-1, DCD Project #010109.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	
Gaar Talanian	X	
Jo Anne Preston	X	
Fiorella Badilla	X	

59:12

Approval of Regular Meeting Minutes of 3/15/2023

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	
Gaar Talanian	X	
Jo Anne Preston	X	
Fiorella Badilla	X	

59:50

Public Participation

a. Local Tenant Organizations – Presidents Report on Tenant Activities

Doreen Curley, President Winslow Towers said they are having a spring celebration in May. They are starting a craft night.

Mr. Connor said to put together a calendar from June 1, 2023, to December 31, 2023.

Mr. Nagle said that we can put it in the newsletter.

General Public

Mr. Ward wanted to know when the Board is going back to in person.

Mr. Connor said we will go back in 2025.

1:04:03

Motion to Adjourn

Upon a motion made by Ms. Badilla and seconded by Mr. Talanian, it was unanimously voted to Adjourn the Regular Meeting.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	X	
Gaar Talanian	X	
Jo Anne Preston	X	
Fiorella Badilla	X	

Next meeting is May 17, 2023.

