

**Arlington Housing Authority  
Regular Meeting**

**Minutes**

**November 17, 2021, at 7:00 PM**

**Call to Order**

The virtual meeting was called or order at 7:03 by Mr. Connor.

**Roll Call**

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

Also Present: John Nagle, Interim Executive Director  
John Greco, Attorney and Richard Conlon

**Notice to Town Clerk**

Notice of this meeting was delivered electronically on November 12, 2021 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

**Executive Director's Report**

**Winslow Towers**

The window replacement and building envelope repair project is nearing completion. The window portion of the project is complete. We are working with DHCD, the architect and contractor on other building envelope components.

The AHA has a preconstruction meeting for the ADA Bathroom project at Winslow Towers and Chestnut Manor scheduled this week.

**Chestnut Manor**

The balcony resurfacing project is nearing completion.

There has been a lot of positive tenant feedback related to the Winslow window project as well as the balcony resurfacing project.

### **Cusack Terrace**

The roof replacement project is nearing completion.

### **Drake Village Cottages**

The FOB system is being upgraded at the Hauser Building. Mr. Nagle indicated that the AHA is phasing this project to provide as little disruption to residents, caretakers, and family members as possible. Staff are taking action to accommodate residents where possible.

### **Menotomy Manor**

The window study project is moving along. We hope to have more news on the window study including a timeline at the next board meeting.

Mr. Nagle indicated that AHA management met with residents of Menotomy Manor this past month and received feedback related to capital needs. Maintenance is in the process of creating a plan of execution for the items in which they can complete. More information related to this will be available at the next Tenant Presidents/Maintenance meeting.

Mr. Nagle indicated that Operation Success resumed this past month. Another program, Kids LAHF, has been funded by Arlington EATs and will be starting a trial program in December. The program will cater to children in grades K-5 at Menotomy Manor. More information related to the program will be coming soon.

### **Verizon**

Mr. Nagle indicated that they are continuing to work with Verizon related to the potential upgrade of AHA copper phone lines to fiberoptic.

### **Resident Services Coordinator Update**

Mr. Nagle indicated that the resident services coordinator, Tricia Horgan, and property manager, Caitlin Roberts, did a great job putting together the fall newsletter. It has great resources and information for residents.

### **SHERA**

Mr. Nagle indicated that the Arlington Housing Authority is continuing to participate in the Subsidized Housing Emergency Rental Assistance program better known as SHERA. The AHA has received over \$30,000 in rental assistance for residents that have been

approved so far. This program will help residents maintain their tenancy and address financial hardships related to COVID-19.

### **Vaccine Updates**

Mr. Nagle indicated that they have posted information at the buildings and on the AHA website regarding the state's COVID-19 In Home Vaccination Program. Additionally, Mr. Nagle said that they are in the process of preparing and posting notices from the Town of Arlington related to upcoming COVID-19 Booster shot clinics.

He also indicated that the AHA is working to see if holding a COVID-19 Booster clinic at AHA sites is a viable option. The Town of Arlington is not able to accommodate us at this time, but there are some other options in the area that the AHA is pursuing.

### **Arlington Police Department - Hate Crimes Training with Matthew Shepard**

Board Chair, Brian Connor, and Mr. Nagle attended the Arlington Police Department Hate Crimes Training with Matthew Shepard. Mr. Nagle indicated that they are grateful for the invitation and feel that they gained a lot from the testimonials and discussion that took place. The AHA will continue to work with Jillian Harvey and others to identify areas in which we can add trainings for AHA staff.

### **Laundry Management Service**

Mr. Nagle also indicated that Automatic Laundry is on schedule to replace the laundry machines and initiate their service by 12/21/2021. The AHA will work with residents to provide the cards for the machines and any other information needed to get the process started.

### **Integrated Pest Management RFP**

The Integrated Pest Management proposals are being reviewed. The recommended proposal will be brought to the board for approval at the next board meeting.

### **Community Preservation Act Preliminary Application**

The AHA received notice that its preliminary applications for CPA funding have been selected to move onto the application process. Mr. Nagle indicated that he is hopeful that one or both of the AHA's applications will be approved.

### **Staff Updates**

Bob Cronin will be retiring effective 12/3/2021. Chris Partridge has been hired as the Director of Maintenance and Modernization.

Kathryn Burns has been hired as the Receptionist/Housing Clerk.

**Update on Housing Choice Voucher Payment Standards**

Mr. Nagle gave an update on the Housing Choice Voucher Payment Standards indicating that HUD’s initial FMR showed a decrease. However, it is currently frozen due to a request for reevaluation filed by the Boston Housing Authority and Section 8 Administrators, Inc.

**Approval of Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws**

Mr. Nagle said that this is something that is approved every year by the board to verify that the AHA complies with these regulations.

Mr. Talanian said that this is voted on each year.

Ms. Preston asked if we still have buildings with lead paint.

Mr. Nagle said we did the necessary deleading at Menotomy Manor.

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was voted unanimously in favor to Approve the Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws.

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

**Certification of Top 5 Compensation Form**

Mr. Nagle said that this certification is also required.

Upon a motion made by Mr. Talanian and seconded by Ms. Badilla it was unanimously voted in favor to Approve the Certification of the Top 5 Compensation Form.

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

**Certification of Year-End Financial Statements and Tenants Accounts Receivables  
Data and transfer of \$200,000 from Services account to Affordable Housing**

Mr. Conlon explained the year-end reports to the Board.

Mr. Connor wanted to know if Mr. Conlon could rate the housing authority overall.

Mr. Conlon said we are in the top 5.

Mr. Talanian was asking about the 4001 Extraordinary Maintenance.

Mr. Conlon explained that to him.

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to Approve the Certification of Year-End Financial Statements and Tenants Accounts Receivables Data and transfer of \$200,000 from Services Account to Affordable Housing.

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

**Resident Holiday Meals or Holiday Party**

Mr. Nagle indicated that he will be reaching out to the Arlington Dept. of Health and Human Services.

Mr. Connor said that he believes gatherings for more than 25 are against guidance. If tenant associations can't have their holiday parties, he wants to move forward and get the meals.

Mr. Nagle said it was successful last year.

Mr. Talanian said it would be good.

Mr. Connor asked if we needed a vote.

Mr. Greco said the Board should vote on this.

Ms. Badilla

Ms. Badilla said that the Tenant Association had indicated that they would rather do meals than gift cards at Menotomy Manor.

Mr. Connor said it may be challenging, but that it could be looked into more.

Upon a motion made by Ms. Badilla and seconded by Mr. Talanian it was unanimously voted in favor to have the Resident Holiday Meals.

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

#### **Approval of Menotomy Manor Tenant Association**

Mr. Nagle said they provided all the requested documentation.

Upon a motion made by Ms. Badilla and seconded by Ms. Preston it was unanimously voted in favor to Approve the Menotomy Manor Tenant Association.

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

#### **Approval of Regular Meeting Minutes of September 20, 2021**

Upon a motion made by Ms. Badilla and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the Regular Meeting Minutes of September 20, 2021.

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

**Consideration of Request by Interim Executive Director to Approve Verizon Agreed  
Correction to Antenna Payment at Hauser Building**

Mr. Nagle said he will let Mr. Greco talk.

Mr. Greco said that the board should consider going into Executive Session to discuss this.

Mr. Connor confirmed said that we should go into Executive Session.

Mr. Greco said that the board should move through the other agenda items first then go into Executive Session.

**Appointments**

**Local Tenant Organizations**

Pamela Hauser, President at Winslow Towers, said that they cannot have a party. There are no caterers available. She said that a notice should be sent to all the tenants about the booster shots.

Mr. Connor said that if you have a blind tenant someone could tell them.

Pamela Hauser said that she called the police about someone being in the building. She said the police did not show up and that the tenants were upset.

Ellen Leigh from Cusack Terrace said they would like to get a microphone and sound system for the meetings so tenants can hear.

Mr. Connor said they are working on it at Drake.

Jennifer Hernandez at Menotomy Manor thanked the Board. They are looking forward to working with Chris Partridge. They are hoping to have a Christmas party for the children.

Ms. Preston asked if there is anyway to find office space.

Jennifer Hernandez said they are working with Mr. Nagle on utilizing space at the Life and Skills Center.

**General Public**

Lisa Hersey at Menotomy Manor said that she got an email of rat poisoning.

Mr. Nagle said he can follow up with her after the meeting.

Ms. Badilla said to forward the e-mail to the Board.

Lisa Hersey said she would send it to the Board. She asked if there have been any communications related to a child vaccination at Menotomy Manor?

Mr. Nagle said that a notice will be going out tomorrow about the booster.

Ms. Badilla asked if the Thompson school is holding one.

Lisa Hersey said no.

Mr. Connor said we could offer the building for the vaccine.

Upon a motion made by Ms. Badilla and seconded by Mr. Mitropoulos it was unanimously voted in favor to move to Executive Session.

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



**EXECUTIVE SESSION**

Mr. Connor said we have four years left and they want to pay \$200.00 more a month.

Mr. Greco said we gave them an affidavit and they never got back to us. We have four and a half years left.

Mr. Connor said that if we say no they stay for four years and then they can leave and not do anything at the sites.

Mr. Connor asked if the state could override.

Mr. Greco said the state is somewhat lenient on these.

Mr. Connor asked if we wanted to double this.

Mr. Connor asked how much we are getting from Verizon.

Mr. Greco said \$3,000.00.

Ms. Badilla said it would go up to \$3,200.00 with the proposed increase.

Mr. Connor asked if anyone has asked for a dollar increase. Mr. Connor said we have four years left. We want a 50% increase.

Ms. Badilla said she likes going up 50%.

Mr. Connor said to fire off an email stating that the Board wants a 50% increase.

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to request a 50% increase from Verizon.

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

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to adjourn the Regular Monthly Meeting and Executive Session.

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