

**Arlington Housing Authority
Regular Meeting**

Minutes

September 22, 2021, at 7:00 PM

Call to Order

The virtual meeting was called or order at 7:02 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

Notice to Town Clerk

Notice of this meeting was delivered electronically on September 17, 2021 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Interim Executive Director's Report

COVID-19

Mr. Nagle indicated that Arlington Housing Authority staff are continuing to adhere to Town of Arlington mask mandates. Notices are posted at each development informing residents of the Town's guidance related to this.

Flu Clinics

Mr. Nagle indicated that the AHA is very grateful that the Arlington Council on Aging conducted flu clinics at Drake Village and Winslow Towers this past month. Unfortunately, the flu clinics scheduled for Cusack Terrace and Chestnut Manor had to be canceled due to supply issues. The Council on Aging has informed us that the next flue clinic will take place on 9/30/21 at the Town Hall. Notices from the Council on Aging indicating the schedule change and location change have been posted at Chestnut

Manor and Cusack Terrace. The Council on Aging has indicated that transportation will be available for those that need it.

Winslow Towers

The window replacement and building envelope repair project is moving along. The property manager, Lynne Sullivan, is continuing to communicate schedule changes to residents.

Mr. Nagle indicated that he hopes to have a start date for the fire pump replacement project within the next week. This should not affect residents, but if it does, they will be property notified.

The ADA Bathroom project for the Winslow Towers and Chestnut Manor community rooms is currently out to bid.

Chestnut Manor

The balcony resurfacing project has begun. The property manager, Caitlin Roberts, has been communicating the schedule to residents as well as following up with residents that still need to clear off their balcony. I want to thank the residents that have cleared their balconies.

Cusack Terrace

Mr. Nagle indicated that he hopes to have a start date for the roof replacement project in the next week or so. As soon as the AHA gets confirmation related to when the project will begin, the property manager, Caitlin Roberts, will notify the effected residents where they ca park during the duration of the project. Caitlin and maintenance representatives met with Cusack Terrace residents this past month to discuss the project, answer questions and provide detailed guidance related to parking.

Drake Village Cottages

Mr. Nagle indicated that the Creative Placemaking committee met this month with DHCD, and the design team to discuss the project and tour the property. All parties were excited about the possibilities at Drake Village.

Menotomy Manor

Mr. Nagle indicated that the Arlington Housing Authority is very excited about the potential ARPA funding that the AHA could receive from the Town of Arlington. The AHA will continue to work with the town to ensure that its needs continue to be communicated to them.

We hope to have more information related to this at the October Board Meeting.

Additionally, Mr. Nagle indicated that he has scheduled a meeting with the residents of Menotomy Manor in October for them to be able to discuss capital needs in order that the AHA can continue to engage and receive feedback. He plans to do this at all developments throughout the course of the year. He feels that this will assist the AHA as they begin to review and formulate their capital improvements for next year.

Verizon

Mr. Nagle indicated that he is aware of the letters that residents received from Verizon indicating that their service will end on 10/26/2021. He indicated that he has expressed the AHA's disappointment and concern related to this letter to the Select Board and Representative Garballey's Office.

Mr. Nagle indicated that before the AHA decides to sign an agreement with Verizon there are multiple factors that need to be considered and addressed. These concerns include but are not limited to; considering the health of AHA residents given COVID-19 and the invasiveness involved in this project, considering the health of AHA residents given cost of this project to the housing authority as well as considering how the switch from copper to fiberoptic will affect AHA resident's life alert systems and ability to connect with emergency services during a power outage.

In order to address the AHA's concerns, Mr. Nagle indicated that he has scheduled a meeting with Verizon representatives on Tuesday, 9/29/2021. He hopes that they will reconsider ending services on 10/26/2021.

Inspections

Mr. Nagle indicated that unit inspections will be held at the Hauser Building, Chestnut Manor and Cusack Terrace next week. The AHA will be using an outside service again. The inspections will be done in accordance with Local, State and Federal COVID-19 guidance and restrictions.

Laundry Management Service

The board will be reviewing the proposal tonight. Mr. Nagle hopes to have a timeline related to installation of the new machines from Automatic Laundry soon. He indicated that Automatic Laundry will also be providing instruction sheets and has indicated that they are willing to come on site to answer questions and provide some instruction/information related to the machines and their service.

Mr. Nagle indicated that property managers are available to provide change for residents that are having difficulty getting quarters. Residents that are interested in this should schedule an appointment with their property manager.

Grievance Panel

Mr. Nagle indicated that the AHA is still in the process of confirming the rotating members of the panel. The members will include a tenant representative, a housing authority representative, and a disinterested party. The AHA has requested each of the tenant associations select a resident representative from their development.

Once the AHA confirms this and finalizes the procedures, Mr. Nagle will submit it to DHCD for approval.

Mass. NAHRO Conference

Mr. Nagle indicated that he and other AHA staff attended the Massachusetts chapter of NAHRO annual conference. One of the major themes within the conference was the pursuit of 450 million dollars in state ARPA money for housing authority capital needs across the Commonwealth. Mr. Nagle indicated that he has added a link on the AHA website to the video that Mass. NAHRO put together related to this. The AHA will continue to advocate for these funds.

Another theme was fair housing and other related requirements. As a result of this, the AHA will be working on reviewing and potentially updating some of its policies to present to the board related to this, which includes but is not limited to Fair Housing, Reasonable Accommodations, and Language Access Plan.

Ms. Preston indicated that an effort should be made to make flu vaccines available for residents of Menotomy Manor.

**Laundry Services Proposal for Management of all Arlington Housing Authority
Laundry Machines – Automatic Laundry Services Co., Inc.**

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to accept Option A of Automatic Laundry’s proposal for management of all Arlington Housing Authority laundry machines.

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

Approval of Certificate of Substantial Completion, Drake Cottage Building Exterior Renovations, DHCD Project #010096.

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Certificate of Substantial Completion, Drake Cottage Building Exterior Renovations, DHCD Project #010095.

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

Discussion on Request for State Budget Surplus Funds from Senator Friedman's Office

This item was tabled.

Approval of Submission of Community Preservation Act Preliminary Application for Menotomy Manor Window Replacement Project

Upon a motion made by Mr. Mitropoulos and seconded by Ms. Preston it was unanimously voted in favor to Approve the Submission of Community Preservation Act Preliminary Application for Menotomy Manor Window Replacement Project.

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

**Approval of Submission of Community Preservation Act Preliminary Application
for Hauser Building Roof Replacement Project**

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the Submission of Community Preservation Act Preliminary Application for Hauser Building Roof Replacement Project.

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

Integrative Pest Management Update

Mr. Nagle said that the Hauser Building inspections and exterminations were last week.

Discussion on Menotomy Manor Tenant Association Election

The election was September 15, 2021. Jack Cooper oversaw the election with the League of Women’s Voters. Mr. Cooper provided the results of the election and indicated that the Menotomy Manor Tenant Association will be able to request to be recognized by the AHA board once they finalize their by-laws.

President – Jennifer Hernandez
Vice President – Vanessa Rowsell
Co-Vice President – Marta Cayarga
Secretary – Lisa Hersey
Treasurer – Maryann Rowsell

Approval of Special Meeting Minutes of 7/12/2021

Upon a motion made by Mr. Talanian and seconded by Ms. Badilla it was unanimously voted in favor to approve the Special Meeting Minutes of 7/12/2021.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Gaar Talanian	X	

Nicholas Mitropoulos	X
Jo Anne Preston	X
Fiorella Badilla	X

Approval of Executive Session Meeting Minutes of 7/12/2021

Upon a motion made by Ms. Badilla and seconded by Mr. Mitropoulos it was unanimously voted in favor to approve the Executive Session Meeting Minutes of 7/12/2021.

	<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 8/25/2021

Upon a motion made by Ms. Badilla and seconded by Mr. Talanian it was unanimously voted in favor to approve the Regular Meeting Minutes of 8/25/2021.

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

Appointments
Local Tenant Organizations

Mr. Connor explained how the LTO presents any issues for the Board.

Jennifer Hernandez said that she is thrilled to be elected wanted to thank everyone who came out to vote. She hopes to have a full report for the next meeting.

Pamela Hauser, Winslow Towers, thinks the AHA should thank the company that installed the windows. She said that the tenants got the Moderna shot and would like to know when the booster will be available. She also wanted to know when the LTO can have the annual distribution so that they can have a Christmas Party this year. She stated that the tenants that have balconies did not get windows. She asked if Mr. Griffin is coming back or not.

General Public

Mr. Connor said that John Ward could reach out to himself or Mr. Nagle

Adjourn

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

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

The next Board Meeting will be October 20, 2021.