

**Arlington Housing Authority
Regular**

Minutes

April 23, 2025, at 7:00 PM

Call to Order

The virtual meeting was called to order at 7:04 P.M. by Mr. Connor.

Roll Call

Present: Brian Connor, Nicholas Mitropoulos,
Gaar Talanian, Jo Anne Preston (Arrived 7:13 PM)
and Fiorella Badilla (Arrived 7:16 PM)

Absent:

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

Notice to Town Clerk

Notice of this meeting was delivered electronically on April 17, 2025 and posted by the Arlington Town Clerk in accordance with the provisions of the Open Meeting Law.

Executive Director's Report

Mr. Nagle gave an update on the Capital Projects that are underway, in the design phase or are in the planning phase.

Mr. Nagle said that the Air Source Heat Pump Project is nearing completion. We will be scheduling a follow-up meeting with residents towards the end of the project to review the new thermostats for these units.

Mr. Nagle indicated that Jupiter Electric is completing work in preparation of the Switchgear, which he hopes will be available by July 2025 or sooner.

Mr. Nagle indicated that the AHA, Abacus Architects and Planners and the Clerk of the Works met with Menotomy Manor residents this past month to discuss the window replacement and envelope repair project. An email went out to all residents with answers to questions that were raised at the meeting. Photos of the windows from the interior were provided as well as confirmation related to air conditioning units fitting in the front windows. The residents will receive a two week notice prior to work beginning in their

building. The AHA staff and the Clerk of the Works will visit each unit in advance to review the work and any items that may need to be moved as well as answer any questions from residents. Construction has begun at Building One.

Mr. Nagle indicated that Kneeland Construction has begun work at the Donnelly House for the first floor bathroom and stair guard project. It was determined that there is additional work needed.

The Ventilation and Fan Upgrade Project at the Hauser Building is underway. Once the change order is approved tonight, Kneeland Construction will be able to continue working in the bathroom.

The Ventilation and Fan Upgrade Project at the Hauser Building is nearing completion.

Chapter 689-2 Special Needs Home Creation Project is in the design phase. Mr. Nagle indicated that the AHA and EOHLC are waiting for Abacus Architects and Planners to resubmit Schematic Design with an updated cost estimate.

The Fire Alarm System Upgrade Project at Winslow Towers is in the design phase.

The Parking Lot Repavement Project at Drake Village is in the design phase.

The Sewage Ejector Pump and relocation Project is moving into the bidding phase. Mr. Nagle indicated that they anticipate being able to advertise this project in the coming weeks.

The Chestnut Manor Elevator Upgrade Project is in the planning phase.

The Drake Village Redevelopment Request for Proposals became available today. Proposals are due on June 18, 2025, at 4:00PM.

Mr. Nagle also indicated that he presented to the NSC HOME Consortium related to the AHA's grant funding application for the c. 689-2 Special Needs Home Creation Project. The presentation went well, and the Home Consortium Director has notified him that the NSC Board voted to approve the AHA for \$359,263. Once a letter of commitment is received, Mr. Nagle will add it to a future Board meeting for acceptance.

Mr. Nagle was notified by EOHLC that the Arlington Housing Authority and the Waltham Housing Authority have received one of three funding awards from EOHLC for the Self-Sufficiency Program. Once a contract and other details are confirmed, it will be added to a future Board agenda for approval/acceptance.

Mr. Nagle indicated that they are waiting for additional documentation from AT &T regarding their request to add a generator at Winslow Towers for their roof top antennas at this site.

Mr. Nagle indicated that the AHA met with the IRS this past month and that the Internal Controls Policy has been updated to meet IRS expectations concerning 1099's and other related documentation.

Rector, Reeder, and Lofton was on site this past month to complete the AHA's annual audit.

Property Managers at our Senior Public Housing Development are in the process of completing Annual Rent Determinations. The new rents will change affective 5/1/2025.

Mr. Nagle provided additional updates related to ongoing activities being coordinated by Resident Services.

The Arlington Housing Authority has hired a new FSS Coordinator, Raji Ayinla.

EOHLC Tenant Survey Results

Mr. Nagle provided information regarding the survey results.

Approval of Internal Controls Policy Amendment #2

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Internal Controls Policy Amendment #2.

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

Approval of Housing Choice Voucher (HCV) 2025 Fair Market Rent Payment Standards for the Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area at 110% of the FMR Effective 5/1/2025

Upon a motion made by Mr. Mitropoulos and seconded by Ms. Badilla it was unanimously voted in favor to Approve the Housing Choice Voucher (HCV) 2025 Fair Market Rent Payment Standards for the Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area at 110% of the FMR Effective 5/1/2025.

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

Approval of Proposed Change Order (PCO) Request 0001 for the Arlington Housing Authority First Floor Bathroom Renovation Project, Donnelly House, EOHLC Project #010135 totaling in the amount of \$6,403.63

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

Approval of Proposed Change Order (PCO) Request 0002 for the Arlington Housing Authority Deep Energy Retrofit Phase 1: Window Replacement and Envelope Repair Project, Menotomy Manor, EOHLC Project #010116 totaling in the amount of \$618,234.76

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to Approve the proposed Change Order (PCO) Request 0002 for the Arlington Housing Authority Deep Energy Retrofit Phase 1: Window Replacement and Envelope Repair Project, Menotomy Manor, EOHLC Project #010116 totaling in the amount of \$618,234.76.

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

Approval of Proposed Change Order (PCO) Request 0005 for the Arlington Housing Authority Deep Energy Retrofit Phase 1: Winslow Replacement and Envelope Repair Project, Menotomy Manor, EOHLC Project #010116 with a credit in the amount of (\$18,090.77)

Upon a motion made by Ms. Preston and seconded by Ms. Badilla it was unanimously voted in favor to Approve the Proposed Change Order (PCO) Request 0005 for the Arlington Housing Authority Deep Energy Retrofit Phase 1: Winslow Replacement and Envelope Repair Project, Menotomy Manor, EOHLC Project #010116 with a credit in the amount of (\$18,090.77).

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

Approval to Accept EOHLC Amendment #15 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$1,181,727.15

Upon a motion made by Ms. Badilla and seconded by Ms. Talanian it was unanimously voted in favor to Approve to Accept EOHLC Amendment #15 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$1,181,727.15

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

Approval of Regular Meeting Minutes of March 24, 2025

Upon a motion made by Mr. Talanian and seconded by Ms. Badilla it was unanimously voted in favor to Approve the regular Meeting Minutes of March 24, 2025.

	<u>Yes</u>	<u>No</u>
Brian Connor	X	
Nicholas Mitropoulos	Abstained	
Gaar Talanian	X	

Jo Anne Preston	X
Fiorella Badilla	X

Public Participation

a. Local Tenants Organizations – Presidents Report on Tenant Activities

Doreen Curley, President of the Winslow Towers Tenants Association, said that they have game night, there is bingo on Monday night and in the afternoon. They are going to host brunch for the first time this month. They are going to be doing chair exercise, and they are going to have an afternoon swap.

b. General Public – Requests Received to Comment/Present to the Board

Mr. Talanian congratulated Ms. Preston on her re-election as Commissioner.

Motion to Adjourn

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to adjourn the 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 20, 2025.