

**Arlington Housing Authority  
Regular**

**Minutes**

**May 20, 2025, at 7:00 PM**

**Call to Order**

The virtual meeting was called to order at 7:14 P.M. by Mr. Connor.

**Roll Call**

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

Absent: Nicholas Mitropoulos

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

**Notice to Town Clerk**

Notice of this meeting was delivered electronically May 16, 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 complete and that they met with the residents this past month to discuss the project, review the new thermostats and answer other questions.

He also indicated that Jupiter Electric is anticipating the switchgear to arrive later this month.

Mr. Nagle reported that the Menotomy Manor Window Replacement project is underway and that the window installation has been completed at buildings one and two. He also indicated that there have been delays with the new screens for these windows. The contractor/manufacturer have indicated that they should arrive this week. Once received the contractor will install them. He also indicated that the contractor found that the manufacturer needed to add an additional piece to the windows, which is being completed in building one and two this week.

The first-floor bathroom and stair guard project at the Donnelly House is currently underway. We are hoping the project will be complete in the next month.

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

The c. 689-2 Special Needs Home Creation Project is in the design phase. The AHA and EOHLC are waiting for Abacus Architects and Planners to resubmit Schematic Design with an updated cost estimate. Mr. Nagle also indicated that the AHA is applying for additional funding to help address the budget gap.

Mr. Nagle also reported that the Fire Alarm System Upgrade Project at Winslow Towers, and Parking Lot Repavement Project at Drake Village are in the design phase.

He also indicated that the Sewage Ejector Pump and relocation Project is in the bidding phase. Bids are due at the end of this week.

Mr. Nagle also reported that the Chestnut Manor Elevator Upgrade Project is in the planning phase and that the AHA is waiting for an update from EOHLC regarding the Designer Services Fee proposal from LiRo.

The AHA is also entering into the planning phase for the Cusack Terrace Fire Alarm and Sprinkler System Upgrade Project as well as the Menotomy Manor Site Electrical Upgrade Project.

Mr. Nagle also reported that they had a site visit this past month at Drake Village Redevelopment for prospective bidders for the Drake Village Redevelopment RFP. It was well attended.

Mr. Nagle also reported that he will be meeting with Executive Director's from other housing authorities in a week or so to discuss the Human Resources feasibility study and next steps. They are looking at an option where the Arlington Housing Authority would host the Human Resources staff that would be shared by these agencies.

He also reported that the AHA was notified this past month that the highest scoring Managed/Internet Service Provider is Aevivo. The AHA will be working with this entity to create a Property Access Agreement, which will include a plan for your collaboration in the next phase of this grant program. Mr. Nagle also reported that the grant will upgrade the internet infrastructure at potentially all of our developments at no cost to the AHA. It will include other benefits like a lower cost internet rate for residents as well as access to a limited number of laptops and other resources.

Mr. Nagle reported that the AHA has received complaints from Cusack Terrace residents related to noise and other behavior by Arlington Catholic athletes. The AHA has been working with the Athletic Director, Dan Shine, to review these complaints and address

them where needed. Dan Shine has indicated that they are committed to being a good neighbor and that they would like to plan some sort of event for Cusack Terrace residents to build relationships and community between the athletes and residents.

AT & T sent representatives to Winslow Towers this past month so that they could build a plan with drawings and other details needed for the Board's review. Once received, it will be added to the Board Agenda so that it can be discussed and reviewed by the Board.

Mr. Nagle reported that AHA hopes to close out the review process with the IRS at the end of this month.

Mr Nagle also provided some resident services updates. The Arlington Housing Authority will be hosting Porchfest in partnership with the Arlington Police Department at Cusack Terrace in June. The Girl Scouts will be planting a tree at Cusack Terrace next week. The RSC's and other staff are continuing to work to provide ongoing resources to residents through trainings, as well as by connecting them with resources and other benefits.

Mr. Nagle also reported that the Arlington Housing Authority's Electrician, Joe Gerard, retired this past month. We wish him well in his retirement. We will not be filling this position at this time. We will be issuing an invitation for Bids for an electrical maintenance and repair service contract.

Ms. Preston said there is not problem with the girl athletes. She said that she thinks this can be worked out.

Mr. Connor said one more strike and they are out.

**Approval to Make up to \$7,000 available for the Purpose of Providing Scholarships for Menotomy Manor Residents Under the Age of 18 Years Old to Attend Summer Programs**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve to Make up to \$7,000 available for the Purpose of Providing Scholarships for Menotomy Manor residents Under the Age of 18 Years Old to Attend Summer Programs.

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

**Approval of Updated Contractor Authorized Signatory Listing (CASL) Form for EOHLC Contracts**

Mr. Nagle said that he and Mr. Partridge should be added to the Listing.

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve of Updated Contractor Authorized Signatory Listing (CASL) Form for EOHLC Contracts.

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

**Approval of Write-Off Collection Loss 667-C for \$26,226.00**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve of the Write-Off Collection Loss 667-C for \$26,226.00.

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

**Approval to Provide Executive Director Authorization to Allocate Up to 10% of Construction Cost Towards Administrative Fee for the Following EOHLC Projects: C010138, 010139, 010140, 010141, 010142, 010143, 010144 & 010145**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor for Approval to Provide Executive Director Authorization to Allocate Up to 10% of Construction Cost Towards Administrative Fee for the Following EOHLC Project: 010138, 010139, 010140, 010141, 010142, 010143, 010144 & 010145.

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

**Approval of Reimbursable Request #1 from Abacus Architects & Planners to Conduct ACM Project Monitoring and Air Sampling Services for the Arlington**

**Housing Authority Deep Energy Retrofit Phase 1: Window Replacement and Envelope Repair Project, Menotomy Manor, EOHLC Project #010116 in the amount of \$85,800.00**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve of Reimbursable Request #1 from Abacus Architects & Planners to Conduct ACM Project monitoring and air Sampling Services for the Arlington Housing Authority Deep Energy Retrofit Phase 1: Window Replacement and Envelope Repair Project, Menotomy Manor, EOHLC Project #010116 in the amount of \$85,800.00.

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

**Approval of Proposed Change Order (PCO) Request 0006 for the Arlington Housing Authority Deep Energy Retrofit Phase 1: Window Replacement and Envelope Repair Project, Menotomy Manor, EOHLC Project #010116 with a credit in the amount of -\$2,620.83**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Proposed Change Order (PCO) Request 0006 for the Arlington Housing Authority Deep Energy Retrofit Phase 1: Window Replacement and Envelope Repair Project, Menotomy Manor, EOHLC Project #010116 with a credit in the amount of -\$2,620.83.

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

**Approval of Proposed Change Order (PCO) Request 0003 for the Arlington Housing Authority Ventilation Upgrades Project, Hauser Building, EOHLC Project #010118 totaling in the amount of \$13,636.00**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Proposed Change Order (PCO) Request 0003 for the Arlington Housing Authority Ventilation Upgrades Project, Hauser Building, EOHLC Project #010118 totaling in the amount of \$13,636.00.

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

**Approval of Application to the Arlington Affordable Housing Trust Fund for the 689-2 Special Needs Home Creation Project**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Application to the Arlington Affordable Housing Trust Fund for the 689-2 Special Needs Home Creation Project.

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

**Approval of Memorandum of Understanding and Acceptance of North Suburban Consortium HOME Funds in the amount of \$359,362 for the EOHLC Project #010127**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Memorandum of Understanding and Acceptant of North suburban Consortium HOME Funds in the amount of \$359,362 for the EOHLC Project #010127.

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

**Acceptance of EOHLC Compliance Reserve Funds in the amount of \$618,234.76 for EOHLC Project \$010116**

Upon a motion made by Ms. Preston and seconded by Mr. Talanian it was unanimously voted in favor to Accept EOHLC Compliance Reserve Funds in the amount of \$618,234.76 for EOHLC Project #010116.

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

**Approval of Regular Meeting Minutes of April 23, 2025**

Upon a motion made by Ms. Preston and seconded by Mr. Talanian it was unanimously voted in favor to Approve the Regular Meeting Minutes of April 23, 2025.

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

**Approval of Annual Meeting Minutes of April 23, 2025**

Upon a motion made by Mr. Talanian and seconded by Mr. Connor it was unanimously voted in favor to Approve the Annual Meeting Minutes of April 23, 2025.

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

### **Public Participation**

- a. Local Tenants Organizations – Presidents Report on Tenant Activities

NONE

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

### **Motion to Adjourn**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to adjourn the meeting.

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

Next Meeting is June 18, 2025.