

**Arlington Housing Authority
Regular**

Minutes

November 20, 2024, at 7:00 PM

Call to Order

The virtual meeting was called to order at 7:09 P.M. by Mr. Connor.

Roll Call

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

Absent: Fiorella Badilla

Also Present: John Nagle, Executive Director,
and Michael Guyder, Fee Accountant

Notice to Town Clerk

Notice of this meeting was delivered electronically November 15, 2024 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 Hauser Roof Replacement Project is complete.

The new transformer has been installed at Chestnut Manor. We are waiting for the next steps related to connecting the new transformer. The switchgear is estimated to arrive in January 2025.

Kneeland Construction has submitted the final items needing approval for the first-floor bathroom update project at Donnelly House.

Vareika Construction has been issued to Notice to Proceed for the Window Replacement and Envelope Repair Project at Menotomy Manor. The AHA will be working with them to schedule a meeting with residents once a schedule has been confirmed related to when materials will be available, and they are available to mobilize.

EOHLC has issued out the contract documents for the Ventilation and Fan Upgrade Project at the Hauser Building. We are waiting for the contractor, Thomas E. Snowden, Inc., to return the documents.

Chapter 689-2 Special Needs Home Creation Project is in the design phase.

The Sewage Ejector Pump Project at Chestnut Manor is in the design phase.

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

The Arlington Housing Authority held an unveiling for the Creative Placemaking Project's Mural and Mosaics this past month at Drake Village. Special thanks to the artists David Fichter, and Cecily Miller from the Arlington Commission for Arts and Culture as well as the residents and staff that helped create and install the murals and mosaics.

The Arlington Police Department will be providing AHA Maintenance Mechanic, Dennis Broughton, with a Certificate of Commendation to recognize the actions he took at Chestnut Manor to safeguard our residents.

The Holiday event at Menotomy Manor has been scheduled. We look forward to working with APD and AFD in bringing Santa back again this year.

Arlington Center for the Arts has started its programming at Winslow Towers, Chestnut Manor, and Cusack Terrace.

Mount Auburn has started Health Education Seminars at our Senior Developments.

The Arlington Police Department has started Fraud, Safety and Security Classes at our developments.

Fidelity House, Operation Success, and Family Access continue their programming at Menotomy Manor.

Knights of Columbus donated 155 coats for mothers and children at Menotomy Manor.

Mary's Cradle part of St. Vincent De Paul has started providing diapers at Menotomy Manor.

Wilson's Farm donated pumpkins for decorating at Menotomy Manor and Cusack Terrace.

Tenant Selector, Lynne Trombley, will be leaving at the end of this week. We are in the process of interviewing applicants and hope to fill the position soon.

Approval of State 400-C Budget as Presented

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve he State 400-C Budget as Presented.

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

Approval of State 689-1 Budget as Presented

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted to Approve the State 689-1 Budget as Presented.

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

Approval of State MRVP Budget as Presented

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the State MRVP Budget as Presented.

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

Approval of Federal Section 8 Budget as Presented

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Federal Section 8 Budget as Presented.

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

Jo Anne Preston X

Approval of Federal ROSS Budget as Presented

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the Federal ROSS Budget as Presented.

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

Approval of Local Affordable Housing Budget as Presented

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the Local Affordable Housing Budget as Presented.

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

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the State Modernization Budget as Presented.

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

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

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

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

Nicholas Mitropoulos	X
Gaar Talanian	X
Jo Anne Preston	X

Certification of Top 5 Compensation Form

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

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

Certification of Year End Financial Statements and Tenants Accounts Receivable Data

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the Certification of Year End Financial Statements and Tenants Accounts Receivable Data.

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

Approval of EOHLIC's Executive Director & Board Approval Form Regarding Wage Match, v3

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve EOHLIC's Executive Director & Board Approval Form Regarding Wage Match, v3.

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

Approval of Update to Work Order Procedures Policy

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Update of Work Order Procedures Policy.

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

Approval of Intergovernmental Agreement between Arlington Housing Authority and Cambridge Housing Authority

This was tabled until next month's meeting.

Approval of Responsive and Responsible Bidder and Award of Contract to TD Bank for Banking Services for the Arlington Housing Authority's HUD Funded Programs with a Five-Year Contract.

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the Responsive and Responsible Bidder and Award of Contract to TD Bank for Banking Services for the Arlington Housing Authority's HUD Funded Programs with a Five-Year Contract.

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

Approval of Notice to Proceed for Action for Boston Community Development to Replace Remaining Windows, add Insulation, and Install Equipment and Sealants to Improve Water and Energy Efficiency at Winslow Towers

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the Notice to Proceed for Action for Boston Community Development to Replace Remaining Windows, add Insulation, and Install Equipment and Sealants to Improve Water and Energy Efficiency at Winslow Towers.

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

Approval of GCG Associated, Inc.'s Designer Services Contract in the amount of \$57,430.00 for the Hauser Building, 667-4, Parking Lot Repavement Project, EOHLC Project #010130

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve GCG Associated, Inc.'s Designer Services Contract in the amount of \$57,430.00 for the Hauser Building, 667-4, Parking Lot Repavement Project, EOHLC Project #010130.

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

Approval of LiRo Corp's Designer Services Contract in the amount of \$56,661.93 for the Winslow Towers, 667-3, Fire Alarm System Upgrade Project, EOHLC Project #010141

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to Approve LiRo Corp's Designer Services Contract in the amount of \$56m661.93 for the Winslow Towers, 667-3, Fire Alarm System Upgrade Project, EOHLC Project #010141,

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

Approval of Certificate of Substantial Completion for Arlington Housing Authority Roof Replacement Project, Hauser Building 667-4, EOHLC Project #010108

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor the Approve the Certification of Substantial Completion for Arlington Housing Authority Roof Replacement Project, Hauser Building 667-4, EOHLC Project #010108.

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

Gaar Talanian	X
Jo Anne Preston	X

Approval of Application for EOHLIC Sustainability Grant for Menotomy Manor, 200-1, Site Electrical Upgrade Project

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor the Approve the Application for EOHLIC Sustainability Grant for Menotomy Manor, 200-1, Site Electrical Upgrade Project.

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

Approval of Application for Family Self-Sufficiency Grant

Upon a motion made by Mr. Talanian and seconded by Ms. Preston, it was unanimously voted in favor to Approve the Application for Family Self-Sufficiency Grant.

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

Approval of Special Meeting Minutes of 9/26/2024

Upon a motion made by Mr. Mitropoulos and seconded by Ms. Preston it was unanimously voted in favor to Approve the Special Meeting Minutes of 9/26/2024.

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

Approval of Regular Meeting Minutes of 10/16/2024

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Regular Meeting Minutes of 10/16/2024.

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

Public Participation

Local Tenants Organizations – Presidents Reports on Tenant Activities

Doreen Curley, President of the Winslow Towers Tenants Association, said that their Christmas dinner is December 12, 2024. They will be starting chair exercise. She praised Food Link. She said that they are starting to get more fruits and vegetables.

Mr. Connor asked if Food Links is at the other building.

Mr. Nagle said they are at Cusack Terrace and Menotomy Manor. He said that he talked to Drake Village about getting them connected with them as well.

Kyle Hollingsworth, Treasurer from the Cusack Terrace Tenants Association, said that Food Link has been bringing food to Cusack Terrace. He said that the LTO is trying to keep the tenants busy. He said that Thanksgiving and Christmas dinners are scheduled. He thanked Chris Partridge for getting them a two-wheeler.

Mr. Mitropoulos said well done.

General Public

NONE

Mr. Connor sent out a text that the AHA Charitable has received the tax-exempt certification, which will allow people to donate funds.

Ms. Preston said the AHA Charitable Foundation has funds. We should get together to talk about this.

Mr. Connor said to meet the first of the year.

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	

Next Meeting is December 18, 2024.