

**Arlington Housing Authority
Regular**

Minutes

June 18, 2025, at 7:00 PM

Call to Order

The virtual meeting was called to order at 7:54 P.M. by Mr. Talanian

Roll Call

Present: Nicholas Mitropoulos (Left Early), Gaar Talanian
Jo Anne Preston and Fiorella Badilla

Absent: Brian Connor

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

Notice to Town Clerk

Notice of this meeting was delivered electronically June 13, 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 indicated that they are still waiting for the switchgear to arrive for the Chestnut Manor Electrical Upgrade Project but once received the project will be able to resume and be completed.

Mr. Nagle indicated that the Menotomy Manor Window Replacement project is underway. The window installation has been completed at buildings one through four. There continues to be delays in the delivery of the new screens for these windows. In the interim, the AHA has been working with residents to install temporary screens for residents that need them.

Mr. Nagle indicated that the first-floor bathroom and stair guard project at the Donnelly House is underway. Additional work needs to be completed as identified in the change orders on the agenda tonight.

Mr. Nagle indicated that the Ventilation and Fan Upgrade Project at the Hauser Building is still under construction. Additional work needs to be done to increase air flow to the first, second and third floors. The designer is working on a proposed solution, which will then be executed by the contractor through a change order.

Mr. Nagle indicated that the Chapter 689-2 Special Needs Home Creation Project is in the design phase. Abacus Architects and Planners just resubmitted Schematic Design, which includes an updated cost estimate.

Mr. Nagle indicated that the Fire Alarm System Upgrade Project at Winslow Towers is in the design phase. LiRo submitted 100% Construction Documents this past week.

Mr. Nagle indicated that the Parking Lot Repavement Project at Drake Village is in the design phase. The AHA and the designer, GCG, will be attending the Conservation Commission Meeting later this month to discuss this project.

Mr. Nagle indicated that the Sewage Ejector Pump and relocation Project's bids have been reviewed and are ready for Board approval. Once approved the AHA will start the contract document process with EOHLC and the contractor.

Mr. Nagle indicated that the proposals were due today for the Drake Village Redevelopment RFP. The public bid opening is scheduled for Friday at 10AM. After this process is completed, a meeting will be scheduled to review the proposals that meet the minimum qualifications.

Mr. Nagle also indicated that the AHA received notice from the examiner from the IRS that our examination has been completed.

Mr. Nagle indicated that the AHA completed its annual inspections of Menotomy Manor this past month. The AHA will be continuing inspections at Senior Housing developments over the coming months.

Mr. Nagle indicated that the Arlington Housing Authority will be hosting Porchfest in partnership with the Arlington Police Department at Cusack Terrace this weekend.

He also indicated that the Girl Scouts planted a tree at Cusack Terrace. Additionally, that the AHA held its annual Senior Housing cookouts for the past two weeks at Drake Village, Winslow Towers, Chestnut Manor, and Cusack Terrace.

Discussion of AHA & Collins Center's Shared Human Resources Feasibility Study Findings

Mr. Nagle provided an explanation regarding the need for Human Resources at Local Housing Authorities including the AHA. He also provided an update to the Board on the Shared Human Resources Study being conducted by the UMass Boston Collins Center

and funded by EOHLC. The study includes other Local Housing Authorities that would participate in a shared human resources agreement. The Arlington Housing Authority would host two Human Resources staff members that would serve the participating housing authorities. The participating Local Housing Authorities are Newton, Watertown, Lexington, Andover, North Andover, Winchester and Concord.

The next step will be to present the study findings to EOHLC and request for them to fund it through a three-year pilot.

Mr. Talanian asked if the two HR cover all five towns.

Mr. Nagle said yes.

Mr. Talanian asked what do we do now.

Mr. Nagle that staff come to me or Sandy.

Ms. Badilla asked if the HR have a housing background.

Mr. Nagle said they would be employees of the Arlington Housing Authority.

Arlington Housing Authority & Arlington Catholic License Agreement

This was tabled for further discussion.

Upon a motion made by Ms. Preston and seconded by Ms. Badilla it was unanimously voted in favor to send a letter of the problems and have an opportunity to meet with Arlington Catholic.

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

Approval of Three-Year Contract with EOHLC for Self-Sufficiency Program (SSP) beginning 7/1/2025

Upon a motion made by Ms. Badilla and seconded by Ms. Preston it was unanimously voted in favor to Approve of the Three-Year Contract with EOHLC for Self-Sufficiency Program (SSP) beginning 7/1/2025.

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

Gaar Talanian	X
Jo Anne Preston	X
Fiorella Badilla	X

Approval of Statement of Work and Services Agreement with Aervivo, Inc. as part of the MBI Residential Retrofit Program

Upon a motion made by Ms. Preston and seconded by Ms. Badilla it was unanimously voted in favor to Approve of the Statement of Work and Services Agreement with Aervivo, Inc. as part of the MBI Residential Retrofit Program.

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

Nick Mitropoulos left the meeting.

Approval of Update to Housing Choice Voucher Administration Plan

Upon a motion made by Ms. Preston and seconded by Ms. Badilla it was unanimously voted in favor for Approval of the Update to Housing Choice Voucher Administration Plan.

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

Approval of Low Bidder and Award of Contract to Commonwealth Construction & utilities, Inc. for Arlington Housing Authority Ejector Pump Relocation Replacement Project, Chestnut Manor 667-2, EOHLC Project #010136 in the amount of \$331,000.00

Upon a motion made by Ms. Preston and seconded by Ms. Badilla it was unanimously voted in favor to Approve the Low Bidder and Award of Contract to Commonwealth Construction & Utilities, Inc. for Arlington Housing Authority Ejector Pump Relocation Replacement Project, Chestnut Manor 667-2, EOHLC Project #010136 in the amount of \$331,000.00.

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

Approval of Proposed Change Order (PCO) Requests 0009 & 0011 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 \$28,400.92

- a. PCO 0009 in the amount of \$2,639.37
- b. PCO 0011 in the amount of \$26,326.56

Upon a motion made by Ms. Badilla and seconded by Ms. Preston it was unanimously voted in favor to Approve the Proposed Change Order (PCO) Request 0009 & 0011 for the Arlington Housing Authority Deep Energy Retrofit Phase: Window Replacement and Envelope Repair Project, Menotomy Manor, EOHLC Project #010116 in the amount of \$28,400.92.

- a. PCO 0009 in the amount of \$2,639.37
- b. PCO 0011 in the amount of \$26,326.56

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

Approval of Proposed Change Order (PCO) Requests 0003 & 0004 for the Arlington Housing Authority First Floor Bathroom Renovation Project, Donnelly House, EOHLC Project #010135 totaling in the amount of \$8,631.83

- a. PCO 0003 in the amount of \$4,639.37
- b. PCO 0004 in the amount of \$3,992.46

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 0003 & 0004 for the Arlington Housing Authority First Floor Bathroom Renovation Project, Donnelly House, EOHLC Project #010135 totaling in the amount of \$8,631.83.

- a. PCO 0003 in the amount of \$4,639.37
- b. PCO 0004 in the amount of \$3,992.46

	<u>Yes</u>	<u>No</u>
Gaar Talanian	X	
Jo Anne Preston	X	

Fiorella Badilla X

Approval to Accept EOHLC Amendment #16 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$1,176,677.08

Upon a motion made by Ms. Preston and seconded by Ms. Badilla it was unanimously voted in favor to Approve to Accept EOHLC Amendment \$16 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$1,176,677.08,

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

Approval to Accept Community Preservation Act Funds for the Winslow Towers Fire Alarm Upgrade Project, EOHLC Project #010141, in the amount of \$275,132.00

Upon a motion made by Ms. Preston and seconded by Ms. Badilla it was unanimously voted in favor to Approve to Accept Community Preservation Act Funds for the Winslow Towers Fire Alarm Upgrade Project, EOHLC Project #010141, in the amount of \$275,132.00.

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

Approval to Accept Community Preservation Act Funds for the Winslow Towers Fire Alarm Upgrade Project, EOHLC Project #010141, in the amount of \$275,132.00

Upon a motion made by Ms. Badilla and seconded by Ms. Preston it was unanimously voted in favor to Approve to Accept Community Preservation Act Funds for the Winslow Towers Fire Alarm Upgrade Project, EOHLC Project #010141, in the amount of \$275,132.00.

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

Approval to Accept Community Development Block Grant Funds for the Chestnut Manor Parking Lot and Walkway Repaving project, EOHLC Project #010127, in the amount of \$243,295.00

Upon a motion made by Ms. Badilla and seconded by Ms. Preston it was unanimously voted in favor to Approve to Accept Community Development Block Grant Funds for the Chestnut Manor Parking Lot and Walkway Repaving project, EOHLC Project #010127, in the amount of \$243,295.00.

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

Approval to Accept Community Development Block Grant Funds for Operation Success in the amount of \$2,000.00

Upon a motion made by Ms. Badilla and seconded by Ms. Preston it was unanimously voted in favor to Approve to Accept Community Development Block Grant Funds for Operation Success in the amount of \$2,000.00.

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

Approval of EOHLC Sustainability Award Application for Menotomy Manor Electrification PILOT

Upon a motion made by Ms. Badilla and seconded by Ms. Preston it was unanimously voted in favor to Approve of EOHLC Sustainability Award Application for Menotomy Manor Electrification PILOT.

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

Consideration of AT & T's Proposed Lease Amendment to Lease Agreement at Winslow Towers to add Generator at Winslow Towers

This was tabled.

Consideration of Executive Session if Appropriate

This was tabled.

Approval of Regular Meeting Minutes of 5/20/25

Upon a motion made by Ms. Badilla and seconded by Ms. Preston it was unanimously voted in favor to Approve the Regular Meeting Minutes of 5/20/25.

	<u>Yes</u>	<u>No</u>
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 are having a white elephant table tomorrow. They have Monday afternoon and night bingo. They are going to have an ice cream party, a hot dog dinner and pizza night.

She said that Chris Partridge does a wonderful job, and the maintenance men do a great job. She thanked the housing authority for the cookout.

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

NONE

Motion to Adjourn

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

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

Next Meeting is June 18, 2025.