

**Arlington Housing Authority  
Regular**

**Minutes**

**July 16, 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, Nicholas Mitropoulos, Gaar Talanian  
Jo Anne Preston and Fiorella Badilla

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

**Notice to Town Clerk**

Notice of this meeting was delivered electronically July 10, 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 the switchgear has arrived for the electrical upgrade project at Chestnut Manor. He indicated that they are still waiting for Eversource to complete some overhead work. The switchgear installation and transition to the new transformer will require the building's electricity to be shut down for a prolonged period of time. They will be working with residents to ensure they are notified, and accommodations are made where possible.

Mr. Nagle indicated that Menotomy Manor Window Replacement project is underway. The contractor has completed window installation through building six. Screens started being installed this week in buildings one and two.

He also indicated that the first-floor bathroom and stair guard project at the Connelly House are currently underway. It should be completed by next month's board meeting.

He also 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. They are waiting for the contractor to provide a change order for the proposed solution to this. He hopes to be able to present it at next month's meeting.

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 AHA will be submitting a HILAPP application to request additional funds from EOHLC to fully fund this project.

The Fire Alarm System Upgrade Project at Winslow submitted 100% Construction Documents. EOHLC has completed its review and is waiting for its resubmission.

The Parking Lot Repavement Project at Drake Village is in the design phase. The AHA and the designer, GCG, attended the Conservation Commission Meeting last month to discuss this project. They will be attending again this month to get the Order of Conditions approved.

The AHA is waiting for EOHLC to execute the contract for the Sewage Ejector Pump relocation project at Chestnut Manor. Once executed, they will be able to schedule the pre-construction meeting and issue the Notice to Proceed.

ABCD provided an update regarding the LEAN programs window replacement project at Winslow Towers. They indicated that they are in the review process and hope to have a response in the next couple of weeks.

New Ecology provided the AHA its report for the DOER Decarbonization Technical Assistance grant that the AHA received for Cusack Terrace. Mr. Nagle indicated they will be working with the LEAN program and EOHLC to determine what aspects can be funded through those agencies.

The AHA reviewed the three proposals that were submitted and found that all three met the minimum qualifications. Since that time, the proposals have been shared with all of the review committee members. Additionally, the reference checks were completed this week and will be shared with the committee members shortly. The next step will be scheduling a meeting for the review committee.

Members from EOHLC's Sustainability Department met with the AHA staff this month and were able to see some of the upgrades that have been made over the past few years through the LEAN program and other projects. They were also able to take feedback regarding the AHA's needs and suggestions regarding the reporting, guidance, and future projects.

Mr. Nagle met with EOHLC management this past month to discuss the Shared Human Resources study through the Collins Center and a proposed pilot that EOHLC would fund for the participating housing authorities with the AHA being the host agency. Mr. Nagle indicated that he will be providing additional information to EOHLC to support our request.

Mr. Nagle also said that the AHA is in the process of completing annual inspections at Cusack Terrace and Chestnut Manor.

He also indicated that he had a number of meetings with EOHLC over the last couple of weeks related to the SSP program. He hopes to present a Memorandum of Agreement between the AHA and the Waltham Housing Authority for the SSP Program next month.

The Arlington Housing Authority hosted Porchfest in partnership with the Arlington Police Department at Cusack Terrace last month. It was a great event.

The AHA held its annual Senior Housing cookouts at Drake Village, Winslow Towers, Chestnut Manor, and Cusack Terrace last month.

National Night Out is scheduled for August 5, 2025 at 5 PM.

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.

**Approval of Budget Revision for 400-C Program for Fiscal Year Ending 9/30/2025**

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to Approve the Budget Revision for 400-C Program for Fiscal Year Ending 9/30/2025.

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

**Approval to make an additional \$3,000 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 Ms. Badilla and seconded by Mr. Talanian it was unanimously voted in favor for the Approval to make an additional \$3,000 available for the Purpose of Providing Scholarships for Menotomy Manor Residents Under the Age of 18 Years Old to Attend Summer Program.

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

**Arlington Housing Authority & Arlington Catholic License Agreement**

Mr. Mitropoulos talked about the issues the AHA has with Arlington Catholic. Mr. Mitropoulos wants to know who is using the facilities. Mr. Mitropoulos asked Mr. Nagle to write the agreement.

They know we have issues. This is their last chance. Our obligations are to the tenants.

Ms. Preston said no question about the supervision.

Mr. Mitropoulos said it is in the license agreement. There should be two adults in the room.

Ms. Preston said no ball throwing.

Mr. Connor said they know this is their last chance.

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

This was tabled.

**Approval of Three-Year Contract with CBIZ for Fee Accounting Services Effective 10/1/2025**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve of the Three-Year Contract with CBIZ for Accounting Services Effective 10/1/2025.

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

**Approval of Low Bidder and Award of Contract to Weston & Sampson CMR, Inc. for Electrical Maintenance and Repairs Services Contract with a One Year Contract and an Option for Two One Year Extensions at the Sole Discretion of the Arlington Housing Authority**

Upon a motion made by Mr. Talanian and seconded by Ms. Badilla it was unanimously voted in favor to Approve of the Low Bidder and Award of Contract to Weston & Sampson CMR, Inc. for Electrical Maintenance and Repairs Services Contract with a One year Contract and an Option for Two One Year Extensions at the Sole Discretion of the Arlington Housing Authority.

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

**Approval of Proposed Change Order (PCO) Requests 0012 & 0014 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 \$24,569.91**

- a. PCO 0012 in the amount of \$7,338.75
- b. PCO 0014 in the amount of \$17,231.16

Upon a motion made by Ms. Badilla and seconded by Mr. Talanian it was unanimously voted in favor to Approve the Proposed Change Order (PCO) Requests 0012 & 0014 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 \$24,569.91.

- a. PCO 0012 in the amount of \$7,338.75
- b. PCO 0014 in the amount of \$17,231.16

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

**Approval of EOHLC High Leverage Asset Preservation Program (HILAPP)  
Application for the 689-2 Specials Needs Home Creation Project, EOHLC Project  
#010127**

Upon a motion made by Mr. Talanian and seconded by Ms. Badilla it was unanimously voted in favor to Approve of EOHLC high Leverage Asset Preservation Program (HILAPP) Application for the 689-2 Specials Needs Home Creation Project, EOHLC Project #010127.

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

**Approval of Application to Massachusetts Broadband Institute's Retrofit Ancillary  
Grantee (RANGE) program**

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the Application to Massachusetts Broadband Institute's Retrofit Ancillary Grantee (RANGE) program.

	<b><u>Yes</u></b>	<b><u>No</u></b>
Brian Connor	X	
Nicholas Mitropoulos	X	
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 Housing Choice Voucher Public Hearing Minutes of 6/18/2025**

Upon a motion made by Ms. Badilla and seconded by Mr. Talanian it was unanimously voted in favor to Approve the Housing Choice Voucher Public Hearing Minutes of 6/18/2025.

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

**Approval of State Annual Plan Public Hearing Minutes of 6/18/2025**

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve to the State Annual Plan Public Hearing Minutes of 6/18/2025.

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

**Approval of Regular Meeting Minutes of 6/18/2025**

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to Approve the Regular Meeting Minutes of 6/18/2025.

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

**Public Participation**

a. Local Tenants Organizations – Presidents Report on Tenant Activities

Doreen, President of Winslow Towers said that they are having a hot dog night, an ice cream day and D'Agos night.

She said that September is the beginning of nominations and voting is in October.

She met with some tenants from Chestnut Manor to help them start and LTO.

She is trying to get Del's slush. She sent an e-mail to Entenmann's trying to get them into Drake and Winslow.

Ms. Preston said that at the cookouts she spoke to some LTOs, and she said they cannot speak at these meetings because they have their meetings the same night.

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

NONE



### **Motion to Adjourn**

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

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

Next Meeting is August 20, 2025.

