

#2018-01
Regular Meeting of January 25, 2018

The members of the Brockton Housing Authority met in Regular Session in the Executive Board Room, Manning Tower, 45 Goddard Road, Brockton MA on Thursday, January 25, 2018. Chairman Timothy Sullivan called the meeting to order at 10:04 AM. Upon a roll call, those present and absent were as follows:

PRESENT

David Teixeira
Sandra Proctor
Janet Trask
Ernest Pettiford
Timothy Sullivan

ABSENT

None

Also present were Thomas Thibeault, Executive Director; Frank Hinds, Division Director of Asset Management; Michael Pacious, Chief Financial Officer; Thomas Plouffe, Senior Counsel and Division Director of Housing Administration; Chris Barry, Director of Capital Improvements; Fred Welsh, Director of Resident Services and Susan Keating, Executive Secretary.

Chairman Sullivan asked for a moment of silence in memory of Sgt. Tracy Harrington Barbas, a Brockton Police Officer who recently passed away. Sgt. Barbas was also the daughter of former Mayor James Harrington.

Mr. Thibeault explained that the minutes from the Special Meeting of December 7, 2017 have been reviewed and found to be in order. Commissioner Teixeira made a motion, seconded by Commissioner Pettiford to approve the minutes of the Special Meeting of December 7, 2017 as written. All voted in the affirmative. The Chairman thereupon declared the motion carried.

There were no Visitors wishing to be heard.

Under Correspondence, Mr. Thibeault reviewed the Board Meeting Schedule for 2018 and the Mass NAHRO newsletter for January 2018 with the Board. No action was required on this agenda item.

Commissioner Teixeira stated that he and Commissioner Proctor reviewed the bills for the Regular Meeting of January 25, 2018 with Mr. Thibeault and Mr. Pacious and found them to be in order. Commissioner Teixeira made a motion, seconded by Commissioner Proctor to approve the bills for the Regular meeting of January 25, 2018 as presented. All voted in the affirmative. The Chairman thereupon declared the motion carried.

As requested at the December meeting, Mr. Thibeault provided Board members with copies of the current contract between the Brockton Housing Authority and Brockton Area Multi Services

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Inc. The current contract will expire December 31, 2018. Mr. Thibeault stated that he is available to Board to answer any questions they may have on the contract. Commissioner Pettiford made a motion, seconded by Commissioner Trask to accept the receipt of the BAMSI contract and put on file. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Hinds explained the Award of Contract – Installation of ADA Roll-in Shower – Campello High Rise, Project 24-6 – Reasonable Accommodation Request. A resident at Campello High Rise has made a reasonable accommodation request for a roll-in shower and submitted medical documentation supporting the request. In June 2017 we requested quotes from three contractors for this work and only one contractor responded with a quote of \$51,500; which was well beyond reasonable. We again requested quotes in November 2017; Vareika Construction, Inc., was the only respondent, with a quote of \$38,600, which is more reasonable. Mr. Hinds explained the installation in detail, and addressed questions from the Board. As this is a reasonable accommodation request, the Authority is obligated under Section 504 and the Americans with Disabilities Act (ADA) to meet the request. Commissioner Trask made a motion, seconded by Commissioner Pettiford to award the contract to Vareika Construction, Inc. in the amount of \$38,600 for the installation of an ADA roll-in shower at Campello High Rise per the resident's reasonable Accommodation request. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Hinds explained the Award of Contract – Energy Conservation Measures under the Energy Performance Contract. As part of the Energy Performance Contract (EPC) with Group 14, we went out to bid for a new air conditioning system for the Belair Tower community room, as well as the installation of water saving toilets, aerators and shower heads throughout all of our federal developments. In order for the EPC to be approved by HUD, we have to submit the actual costs for the energy conservation measures. HUD has up to four months to review and either approve or decline approval. Board approval to award this contract will be contingent upon HUD's approval. If HUD does not approve the Energy Performance Contract; this contract will be cancelled. Commissioner Proctor made a motion, seconded by Commissioner Trask to award a contract in the amount of \$735,500 to Araujo Brothers Plumbing for Energy Conservation Measures (ECM) contingent upon HUD's approval of the Energy Performance Contract (EPC). All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Hinds explained the Award of Contract – Comprehensive Elevator Replacement – Caffrey Towers; Campello High Rise and Sullivan Tower. As part of the Energy Performance Contract (EPC) with Group 14, we went out to bid for the replacement of our existing, obsolete and energy inefficient elevators with completely new elevators, with energy efficient hoisting machinery that would also solve frequent malfunction problems. In order for the EPC to be

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approved by HUD, we must submit actual costs for the replacement of the ten elevators; HUD has up to four months to approve or reject the contract. The Board's vote to approve the contract will be contingent upon HUD's approval of the EPC. If HUD does not approve the EPC, this contract would be cancelled. Commissioner Proctor made a motion, seconded by Commissioner Teixeira to award a contract in the amount of \$4,383,147 to United Elevator Company, Inc. of Weymouth MA for the comprehensive elevator replacement at Caffrey Towers, Campello High Rise and Sullivan Tower contingent upon HUD's approval of the Energy Performance Contract (EPC). All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Pacious presented the Monthly Cost Comparatives for the period ending November 30, 2017 and reviewed them with the Board. Commissioner Teixeira made a motion, seconded by Commissioner Trask to accept the monthly cost comparatives for the period ending November 30, 2017 and put on file. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Ahearn presented the Maintenance Report for December 2017; he also distributed copies of the report on work orders; he reviewed these in detail with the Board and answered their questions and concerns. Commissioner Teixeira made a motion, seconded by Commissioner Trask to accept the Maintenance Report for December 2017 and put on file. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Barry explained the Approval of Certification with Notification Procedures for Federal and State Lead Paint Laws. Effective with the FY2013 year-end operating statements, the Massachusetts Department of Housing and Community Development (DHCD) requires that all local housing authorities have their Board of Commissioners certify that their LHA is in compliance with Federal and State lead based paint laws and regulations on an annual basis. The lead paint certification has also become a requirement of the annual State Capital Improvement Plan. Commissioner Trask made a motion, seconded by Commissioner Teixeira to certify that the Brockton Housing Authority is in compliance with Federal and State lead based paint laws and regulations for year-end 2017. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Barry explained the Approval of 2018 State Capital Improvement Plan. In 2009, the Department of Housing and Community Development (DHCD) implemented their Capital Improvement Plan (CIP) for the modernization of state public housing and they began to fund the program at the beginning of 2013. DHCD requires that the Board approve the Authority's annual State Capital Improvement Plan along with a notification to our state residents for review and comment. The plan was presented to our residents on November 14, 2017; copies were distributed at the meeting and made available to our residents upon request.

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Commissioner Proctor made a motion, seconded by Commissioner Pettiford made a motion to approve the Brockton Housing Authority's 2018 State Capital Improvement Plan. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Plouffe explained the Award of Contract – Snow Removal – Affordable Housing Properties. On November 16, 2017, the Board of Commissioners approved a contract with Lisa's Cleaning Services for snow removal. When the contract was sent to the vendor on December 1, 2017, the company refused to sign it. As a snowstorm was imminent, we reached out to other vendors, in particular, the company (Fairway Landscaping) that plows some of the Authority's public housing sites, as well as landscaping work during the spring and summer. The principal of the company immediately agreed to address the upcoming snowstorm and we were able to reach an agreement with Fairway Landscaping for snow removal at our affordable housing sites, using the same specifications and price that was previously approved by the Board. Commissioner Teixeira made a motion, seconded by Commissioner Trask to award a three year contract to Fairway Landscaping for snow removal at the Brockton Housing Authority Affordable Housing sites at a cost of \$30 per address. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Barry explained the Acceptance of Comment and Approval of Resolution #18-01: Resolution Approving Submission of 2018 Capital Fund Annual Budget and Five Year Capital Improvement Plan. In 2013; the US Department of Housing and Urban Development (HUD) decoupled the Authority's Annual Plan from the Capital Fund Program (CFP) with the enactment of the Public Housing CFP Final Rule. Before the Plan can be submitted it must be advertised and public comments received. The Plan was advertised and copies were sent to all tenant presidents and members of the Resident Advisory Board. Copies were also made available to anyone in the community who requested one. There are no significant changes in this year's Plan. The comment period concluded on September 28, 2017. Commissioner Trask made a motion, seconded by Commissioner Pettiford to approve Resolution #18-01: Resolution Approving Submission of 2018 Capital Fund Annual Budget and Five Year Capital Plan. Upon a roll call vote, the ayes and nays were as follows:

AYES

David Teixeira
Sandra Proctor
Janet Trask
Timothy Sullivan

NAYS

None

The Chairman thereupon declared the motion carried.

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Mr. Thibeault presented the Executive Director's Report to the Board. DHCD has published the budget guidelines for 2018; the Authority must submit its budgets by April 30, 2018, this may necessitate changing the date for the April meeting. The no smoking ban for all developments will be implemented in August; preparations are underway to ensure that all of our residents are properly notified. Mr. Thibeault stated that he will be asking for a subcommittee of the Board to recommend a Person of the Year and a Resident of the Year to be honored at our 2018 Annual Meeting. Commissioner Proctor made a motion, seconded by Commissioner Teixeira to accept the Executive Director's Report and put on file. All voted in the affirmative. The Chairman thereupon declared the motion carried.

There was no Old Business.

There was no New Business.

Chairman Sullivan stated that he would entertain a motion for the Board to go into Executive Session to discuss litigation strategy which if discussed publicly may have a detrimental effect on the litigation and/or negotiating position of the Brockton Housing Authority. The Board will reconvene in Public Session only to adjourn.

Commissioner Proctor excused herself from the meeting due to a conflict of interest at 11:09 AM.

Commissioner Pettiford made a motion, seconded by Commissioner Teixeira to go into Executive Session to discuss litigation strategy, which, if discussed publicly, may have a detrimental effect on the litigation and/or negotiating position of the Brockton Housing Authority. Upon a roll call vote, the ayes and nays were as follows:

AYES

David Teixeira
Janet Trask
Ernest Pettiford
Timothy Sullivan

NAYS

None

The Chairman thereupon declared the motion carried and Board in Executive Session at 11:10 AM.

The Board reconvened in Public Session at 11:31 AM.

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There being no further business, Commissioner Teixeira made a motion, seconded by Commissioner Pettiford to adjourn. All voted in the affirmative. The Chairman thereupon declared the motion carried and the meeting adjourned at 11:32 AM.

Respectfully submitted,

/S/

Timothy J. Sullivan, Chairman

March 24, 2018

Date

/S/

Thomas G. Thibeault, Secretary