

#2019-03
Regular Meeting of March 28, 2019

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, March 28, 2019. Chairman Timothy Sullivan called the meeting to order at 2:05 PM. Upon a roll call, those present and absent were as follows:

PRESENT

Ernest Pettiford
Janet Trask
Carol Roberts
Timothy Sullivan

ABSENT

David Teixeira

Also present were Thomas Thibeault, Executive Director; Frank Hinds, Division Director of Asset Management; 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.

Mr. Thibeault explained that the minutes from the Special Meeting of February 21, 2019 have been reviewed and found to be in order. Commissioner Trask made a motion, seconded by Commissioner Pettiford to approve the minutes of the Special Meeting of February 21, 2019 as written. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Under Hearing of Visitors, Chairman Sullivan stated that any member of the public is invited to sign in and speak at this time; visitors wishing to be heard would be allowed three minutes to speak on each subject; the Board will take any issues under advisement, and respond at a later date. There were no Visitors wishing to be heard.

Under Correspondence, Mr. Thibeault reviewed correspondence from HUD with the PHAS score for the Authority for fiscal year ending December 31, 2018 and the Mass NAHRO newsletter for March/April 2019. No action is required on this agenda item.

Commissioner Roberts met with Mr. Thibeault to review the bills and found them to be in order. Commissioner Roberts made a motion, seconded by Commissioner Pettiford to approve the bills for the Regular Meeting of March 28, 2019 as presented. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Thibeault explained the Appointment of Director of Facilities. This appointment is very important for the Authority and plays an integral part of the BHA's plans for the next 3-5 years going forward. Mr. Plouffe explained that the position was advertised internally; posted on the websites of Mass NAHRO and the Institute of Real Estate Management. Applications were reviewed by Mr. Plouffe, Mr. Hinds and Mr. Thibeault and four candidates were interviewed;

three were brought back for a second interview. It was the unanimous consensus of the committee to recommend Vincent DeChristopher for the position. Mr. DeChristopher has been employed by the Authority since 1973 and has worked his way up through the ranks of the Maintenance Department to his current position as Foreman. He is deeply familiar with all of our properties and their systems; and with the Maintenance staff. As Foreman, he has experience with administrative and supervisory duties as well. His significant experience at the Brockton Housing Authority, his knowledge of the public housing industry and his working relationship with city officials are the factors that set him apart from the other candidates. Mr. Thibeault stated that Mr. DeChristopher is overall the most talented maintenance person on staff; he transitioned to a supervisory position when he took on the responsibility as Foreman and has shown a tremendous amount of professional growth. Mr. Thibeault stated that he has great confidence in Mr. DeChristopher's abilities to oversee the Maintenance Department. Commissioner Roberts made a motion, seconded by Commissioner Trask to appoint Vincent DeChristopher of West Bridgewater MA to the position of Director of Facilities effective April 1, 2019 at the annual salary of \$99,046. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Plouffe explained that in November 2018 the Brockton Housing Authority posted and advertised in *The Enterprise* to fill Mechanic Aide positions. Mr. Plouffe and Mr. Hinds reviewed and evaluated the resumes received. Six candidates were interviewed; three were invited back for a second interview; a written test and several hands on skills assessments. Two highly experienced candidates are being recommended for the positions today. Mitchell Ballinger of Brockton and Mark Cataldo of Stoughton. Mr. Thibeault stated that in his interviews with these gentlemen, he found them both to possess a strong work ethic and character and they understand the importance of providing safe and sanitary housing to our residents.

Commissioner Trask made a motion, seconded by Commissioner Pettiford to appoint Mitchell Ballinger of Brockton MA to the position of Maintenance Mechanic Aide effective April 22, 2019 at the 2019 Step 1 rate of \$28.84 per hour. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Commissioner Trask made a motion, seconded by Commissioner Roberts to appoint Mark Cataldo of Stoughton MA to the position of Maintenance Mechanic Aide effective April 16, 2019 at the 2019 Step 1 rate of \$28.84 per hour. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Barry explained the Approval of Change Order #4 – Energy Conservation Measures – Federal Developments. During the installation of energy conservation measures at Hillside Village, the contractor found that fifteen of the bath faucets would need to be replaced due to

unforeseen conditions. The Authority investigated and agreed that the faucets would need to be replaced in order to comply with our Energy Performance Contract. The Change Order request in the amount of \$4,085.05 has been reviewed by the Capital Improvements Department and found to be in order. Commissioner Pettiford made a motion, seconded by Commissioner Trask to approve Change Order #4 in the amount of \$4,085.05 to the contract with Araujo Brothers Plumbing and Heating Inc. of New Bedford, MA for energy conservation measures in Brockton Housing Authority Federal Developments. All voted in the affirmative. The Chairman thereupon declared the motion carried.

Mr. Thibeault presented the Executive Director's Report for March 28, 2019 to the Board. He provided the Board with information on the Mass NAHRO Spring Conference and asked in any Commissioners are interested in attending to please let him know so that he can make the appropriate arrangements. Mr. Thibeault informed the Board that Kevin Harriman, Director of Affordable Housing has applied for a disability retirement; which has been approved by the Brockton Retirement Board and has now been sent to PERAC for approval. Commissioner Roberts made a motion, seconded by Commissioner Pettiford to accept the Executive Director's Report for March 28, 2019 and put on file. All voted in the affirmative. The Chairman thereupon declared the motion carried.

There was no Old Business.

Under New Business, Commissioner Trask stated that she, Mr. Thibeault and Ms. Keating visited the Teen Challenge Multipurpose Auditorium to inquire about its availability for the Authority's Annual Meeting in June. There was some discussion about the re-opening of the Shaw's Center as an option. Mr. Thibeault stated he would look into the situation.

There being no further business, Commissioner Roberts made a motion, seconded by Commissioner Trask to adjourn. All voted in the affirmative. The Chairman thereupon declared the motion carried and the meeting adjourned at 2:50 PM.

Respectfully submitted,

/s/

Timothy J. Sullivan, Chairman

April 25, 2019

Date

/s/

Thomas G. Thibeault, Secretary