

MINUTES OF A REGULAR MEETING
- OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON NOVEMBER 15TH, 2022

The members of the Springfield Housing Authority met in Open Session at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts and with Zoom video conference option for public access at 4:00 PM on November 15th, 2022.

A copy of the Notice of Meeting, pursuant to Section 23B of Chapter 39 of the Massachusetts General Laws, as amended, with the Certificate as to Service of the Notice, was ordered spread upon the minutes of the meeting and filed for records.

NOTICE OF MEETING

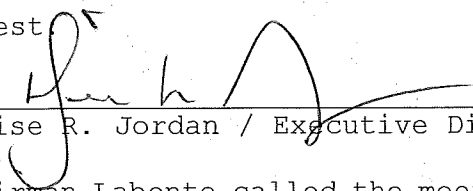
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a regular Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 4:00 PM on Tuesday, November 15th, 2022 via Zoom video conference call for public access and at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts.

SPRINGFIELD HOUSING AUTHORITY
/s/Denise R. Jordan, Executive Director
November 10th, 2022

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, Denise R. Jordan, the duly appointed and qualified Secretary of the Springfield Housing Authority, do hereby certify that on November 10th, 2022 I filed in the manner provided by Section 23B, Chapter 39 of the Massachusetts General Laws, as amended, with the Clerk of the City of Springfield, Massachusetts, a Notice of Meeting of which the foregoing is a true and correct copy.

Attest


Denise R. Jordan / Executive Director/Secretary to the Board

Chairman Labonte called the meeting to order at 4:00PM, and those present upon roll call were as follows:

PRESENT

Thomas Labonte
Willie Thomas (arrived at 4:05 pm)
Angela Robles
Raymond Warren
Jessica Quinones

ABSENT

ALSO PRESENT

Michele Decoteau
Fidan Gousseynoff
Austin Harris
John Healy

C.1

Denise Jordan

The Board reviewed and voted on the Minutes of October 18th, 2022. With no questions or comments and upon a motion made by Commissioner Quinonez, seconded by Commissioner Robles, following a board roll call, it was unanimously (Commissioner Thomas absent at the time of voting)

VOTED: to approve the Minutes of October 18th, 2022.

Chairman Labonte commenced the Board Meeting with Agenda Item E.1. Deputy Executive Director John Healy provided information about the boiler replacement project at Riverview Community Building. He explained that there is currently only one working boiler for the warehouse, maintenance shop and Community Room and the SHA is looking into installing two boilers, upgrading the equipment, including a couple of pumps and control valves. Deputy Healy added that Boulanger's Plumbing and Heating is a reputable company, it has successfully completed a few projects for the SHA and the SHA is using them for back-up plumbing services. Mr. Healy explained that there was a lower bidder but the bidder ended up withdrawing its bid because it was submitted incorrectly due to a clerical error - did not include their subcontractors pricing. In response to chairman Labonte's question, Mr. Healy explained that once the bid is submitted, no changes are allowed, even if there was a clerical error.

Commissioner Thomas entered the Conference Room at 4:05 pm.

Upon a motion made by Commissioner Warren and seconded by Commissioner Quinonez and following a board roll call, it was by a majority vote (Commissioner Thomas abstained)

VOTED: to award to Boulanger's Plumbing and Heating of Easthampton, MA in the amount of one hundred and one thousand five hundred dollars (\$101,500.00), for the boiler replacement at the community building located at 82 Division Street; appoint Executive Director, Denise R. Jordan as the contracting officer authorizing her to execute the contract.

Chairman Labonte proceeded to Agenda Item E.2. Deputy Executive Director Healy provided brief description of the site improvement project at Pendleton Apartments, a 19-unit family complex. The scope of service includes resurfacing parking lot, widening and renovating sidewalks, upgrading drainage system and the curb. He explained that the vendor has recently changed its name, it's a reputable company which has completed some projects for the SHA, including site improvements at Morgan Apartments. In response to Commissioner Thomas's question, he confirmed that this project is a part of the 5-year Capital Improvement Plan.

Upon a motion made by Commissioner Thomas and seconded by Commissioner Robles and following a board roll call, it was unanimously

VOTED: to award to NC Incorporated AMN of Ludlow, MA in the amount of one hundred twenty-eight thousand one hundred fifty dollars (\$128,150.00), for site improvements at Pendleton Apartments utilizing capital funds; appoint Executive Director, Denise R.

Jordan as the contracting officer authorizing her to execute the contract.

Chairman Labonte proceeded to Agenda Item E.3 Deputy Healy provided information about awarding a contract for cleaning services at 60 Congress Street to Environmental Control company. He explained that the current vendor was an owner-operator, they had a 3 years contract with the SHA but started running to some problems and were not showing up sometimes. He explained that the SHA uses the new vendor - Environmental Control - at the new Section 8 office and they also have a contract for cleaning services with PVPC.

There were no questions presented on this agenda item.

Upon a motion made by Commissioner Thomas and seconded by Commissioner Robles and following a board roll call, it was by a majority vote (Commissioner Labonte abstained)

VOTED: voted to award a three (3) year contract to Environment Control of 15 Benton Drive, East Longmeadow, MA in the amount of sixty-nine thousand eight hundred thirty-one dollars and ten cents (\$69,831.10). This contract will be paid for utilizing funds from the COCC; appoint executive director, Denise R. Jordan as the contracting officer authorizing her to execute the contract.

Chairman Labonte proceeded to Agenda Item E.4 Deputy Healy explained that the formula funding the Board was asked to formally accept is from DHCD. The \$1.9 funding will be used for upgrading fire safety systems, specifically, for hard wiring the systems and connecting them to radio box at 667 projects like Forest Park, Hary Hogan, Orchard Manor, group homes. Another project is for window replacement at scattered 705 -2 and 705-3 projects. In response to Commissioner Warren's question. Mr. Healy explained how the project will be executed.

There were no additional questions/information presented on this agenda item.

Upon a motion made by Commissioner Warren and seconded by Commissioner Robles and following a board roll call, it was unanimously

VOTED: to accept DHCD ARPA formula funding in the amount of \$1,974,158 and ARPA formula funding in the amount of \$455,171 for FY2024 and \$455,171 for FY2025 for state projects.

Chairman Labonte proceeded to the Executive Director's report. Executive Director, Denise R. Jordan, reported about continued labor negotiations, meeting with Ben Stone from DHCD along with a delegation from Boston Statehouse, Ways and Means, and Risk Management team who toured State Elderly and Family Sites and one federal site (Duggan). Ms. Jordan stated that together with Deputy Kane, she is planning to visit the Statehouse to lobby for state funding and to address the ageing infrastructure.

Executive Director Jordan continued her report by informing the Board about the last MOR review for Reed Village. She explained that this is the last

MOR of a project-based Section 8 project to be completed by DHCD, as MassHousing will now be overseeing the property.

Director Jordan told about the meeting with the new Code Enforcement Director Keith O'Conner attended by the foremen and trades to discuss the expectations for the collegial partnership with the City.

Ms. Jordan reminded the Board about the upcoming SHA 75+ Anniversary Gala to be held on November 18th at the Sheraton to celebrate the milestone of dedicated service to the residents and the community.

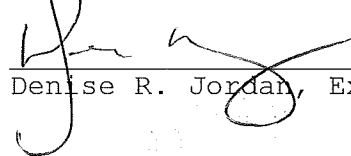
Chairman Labonte proceeded to Agenda Item H.1-1 - the AP Reports for October 2022. This Agenda item is for information purposes and there were no questions or discussion.

There being no further business to come before the members of the Springfield Housing Authority Board, upon a motion made by Commissioner Warren, seconded by Commissioner Robles and following a board roll call, it was unanimously

VOTED: to adjourn the Open Session of the Regular Meeting of the Springfield Housing Authority at 4:27 PM.

ATTEST:


Thomas Labonte, Chairman


Denise R. Jordan, Executive Director