

**Arlington Housing Authority
Regular**

Minutes

December 20, 2023, at 7:00 PM

Call to Order

The virtual meeting was called to order at 7:07 by Mr. Connor.

Roll Call

Present: Brian Connor, Gaar Talanian,
Nicholas Mitropoulos and Jo Anne Preston

Absent: Fiorella Badilla

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

Notice to Town Clerk

Notice of this meeting was delivered electronically December 14, 2023 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 Improvements and other events that took place at Menotomy Manor.

Mr. Mitropoulos wanted to know how many people showed up to the Menotomy Manor Holiday Event.

Mr. Nagle said about fifty families.

EOHLC Mandatory Board Member Training for Housing Authorities

Mr. Nagle said that EOHLC mandates that it be done every two years.

Mr. Connor asked what the deadline to complete the training is.

Mr. Nagle said that he did not know the deadline yet.

Mr. Connor said to put it on the agenda next month.

Approval of Arlington Housing Authority Personnel Policy

Ms. Preston asked if this is State Mandated or our own.

Mr. Nagle said it is our own.

Ms. Preston asked if parental leave is three months.

Mr. Nagle said that we do not have paid parental leave, but that the leave is protected under the Family Medical Leave Act.

Ms. Preston asked about overtime.

Mr. Nagle said that the maintenance staff are eligible for overtime.

Ms. Preston thinks that paid parental leave should be considered.

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to Approve of Arlington Housing Authority Personnel Policy.

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

Approval of the Responsive and Responsible Proposal and Award of Contract to Burgess Pest Management for Integrated Pest Management for One Year with the Option of Two Additional One Year Extensions at the Sole of Discretion of the AHA

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

**Approval of the Responsive and Responsible Bid and Award of Contract to Motion Elevator Corporation for Full-Service Elevator Maintenance and Repairs for Four-
Years**

Upon a motion made by Mr. Talanian and Ms. Preston it was unanimously voted in favor to Approve of the Responsive and Responsible Bid and Award of Contract to Motion Elevator Corporation for Full-Service Elevator Maintenance and Repairs for Four Years.

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

Approval of Proposed Change Order (PCO) Request 0013 for the Arlington Housing Authority Window Replacement and Building Exterior renovation Project, Winslow Towers 667-3, EOHLIC Project #010090 for a credit in the amount of (\$29,000.00)

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted in favor to Approve Proposed Change Order (PCO) Request 0013 for the Arlington Housing Authority Window Replacement and Building Exterior Renovation Project, Winslow Towers 667-3, EOHLIC Project #010090 for a credit in the amount of (\$29,000.00).

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

Approval of Certificate of Final Completion, Fire Alarm and Sprinkler System Upgrade Project, Hauser Building 667-4, EOHLIC Project #010102

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Certificate of the Final Completion, Fire Alarm and Sprinkler System Upgrade Project, Hauser Building 667-4, EOHLIC Project #010102.

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

Approval of Certificate of Final Completion, Creative Placemaking Project, Hauser Building & Drake Village Cottages 667-1 & 667-4, EOHL Project #010103

Upon a motion made by Mr. Talanian and seconded by Mr. Mitropoulos it was unanimously voted in favor to Approve the Certificate of Final Completion, Creative Placemaking Project, Hauser Building & Drake Village Cottages 667-1 & 667-4, EOHL Project #010103.

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

Approval of Certificate of Final Completion, Fire Alarm and Electrical Panel Upgrade Project, Drake Village Cottages 667-1, EOHL Project #010109

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Certificate Final Completion, Fire Alarm and Electrical Panel Upgrade Project, Drake Village Cottages 667-1, EOHL Project #010109.

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

Approval of Submission of Community Development Block Grant Application for Drake Village Parking Lot and Road Repaving Project

Upon a motion made by Mr. Mitropoulos and seconded by Ms. Preston it was unanimously voted in favor Approve the Submission of Community Development Block Grant Application for Drake Village Parking Lot and Road Repaving Project.

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

Approval of Special Meeting Minutes of 11/29/2023

Upon a motion made by Ms. Preston and seconded by Mr. Talanian it was unanimously voted in favor to Approve the Special Meeting Minutes of 11/29/2023.

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

Approval of Regular Meeting Minutes of 11/15/2023

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian it was unanimously voted to Approve the Regular Meeting Minutes of 11/15/2023.

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

Public Participation

Local Tenants Organizations – Presidents Reports on Tenant Activities

Doreen Curley, President of the Winslow Towers Tenants Association, said they had game night and watercolor painting. They had a Christmas dinner for the residents. There were fifty-five tenants that came down for dinner.

Ms. Preston said that the Elks delivered gifts to the tenants.

Ms. Curley confirmed that she and other residents received a gift from the Elks.

Ms. Connor said that a thank you letter should be sent to the Elks.

Kyle Hollingsworth, Treasurer of the Cusack Terrace Tenants Association, said that they had a karaoke event and they started a movie night on Sundays. He said that their funding would not cover Henry's, so they are having pizza for their holiday event.

He also stated that the communication with maintenance has improved.

General Public

Pamela Hauser, resident of Winslow Towers, said that she has concerns with the sidewalks that the Town owns.

She said that she tripped on the bricks in front of Bank of America. She said some tenants will not go out for fear of falling on the bricks.

Mr. Connor suggested that the Winslow Towers Tenants Association send a letter to the Town Manager.

Ms. Preston indicated that concerned tenants could go and speak at the Select Board Meeting.

Ms. Hauser said she will talk to Ms. Curley about this.

Mr. Nagle said that he will look into whether there is anything the AHA could do to assist.

Mr. Connor said that Mr. Nagle should talk to the Town Manager.

Motion to Adjourn

Upon a motion made by Mr. Mitropoulos and seconded by Mr. Talanian, it was unanimously voted to Adjourn the Regular Meeting.

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

Next meeting is January 18, 2024.

