

**Arlington Housing Authority  
Regular**

**Minutes**

**August 20, 2025, at 7:00 PM**

**Call to Order**

The virtual meeting was called to order at 7:08 P.M. by Mr. Connor.

**Roll Call**

Present: Brian Connor, Gaar Talanian and  
Jo Anne Preston

Absent: Nicholas Mitropoulos and Fiorella Badilla

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

**Notice to Town Clerk**

Notice of this meeting was delivered electronically August 15, 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 installation and transition to the new transformer will require the building's electricity to be shutdown for a prolonged period of time. He indicated that they will be working with the residents to ensure they are notified and accommodations are made where possible.

He indicated that the Menotomy Manor Window Replacement project is underway. The contractor has completed window installation through building eleven. The contractor has also been working to catch up on the basement door and screen door installations.

Mr. Nagle also indicated that the first-floor bathroom and stair guard project at the Connelly House are currently underway. Kneeland is in the process of completing the stair guard installation.

The Ventilation and Fan Upgrade Project at the Hauser Building is largely complete. Additional work needs to be done to increase air flow to the first, second and third floors.

The Drake Village Maintenance Garage Exterior Renovation project is underway. Work has been paused while they wait for the change order on tonight's agenda to be approved.

Mr. Nagle also updated the Board that the Chapter 689-2 Special Needs Home Creation Project has been paused. EOHLC did not approve the AHA's request for HILAPP funding for this project. As a result, we are looking for additional funding sources or other means to reduce costs so the project can continue.

The contract for the Chestnut Manor Sewer Ejector Pump relocation project has been executed by EOHLC. The pre-construction meeting has been scheduled for early September.

Mr. Nagle also indicated that the AHA is still waiting for an update from ABCD concerning the LEAN window project at Winslow Towers.

Mr. Nagle also indicated that the AHA and its legal counsel, Rita Schwantes from Klein Hornig, are working with Planning Office for Urban Affairs regarding negotiations for the Memorandum of Agreement.

Mr. Nagle met with EOHLC management again this month to discuss the Shared Human Resources study through the Collins Center and the proposed pilot that EOHLC would fund for the participating housing authorities with the AHA being the host agency. EOHLC has decided to fund the Pilot and will be providing an award letter in the coming weeks. The AHA is working with the other housing authorities regarding an Intergovernmental Agreement, job descriptions for the two HR positions and other details as needed.

The AHA is in the process of completing annual inspections at Winslow Towers.

The AHA is in the process of completing its annual rent determinations at Menotomy Manor. They will be effective 11/1/2025.

The AHA has partnered with Cradles to Crayons. This initiative provides children in need with essential items such as clothing, school supplies and hygiene products directly from our local site.

Mr. Nagle provided some other RSC updates such as:

Arlington East delivered an informative presentation on the Healthy Incentives Program (HIP). Residents learned how to use their EBT benefits to access fresh fruits and vegetables from participating, local farms and markets.

Cambridge Bank hosted an educational session focused on fraud prevention and financial safety. Residents received valuable tips on how to protect their personal information and recognize common scams.

Residents had the opportunity to learn about Amp Up Arlington, the Town's Comprehensive Plan update. This initiative will guide Arlington's future growth, services, and community priorities, marking the beginning of the town's next chapter.

The AHA partnered with the Arlington Police Department to host National Night Out. This annual campaign strengthens police-community partnerships and encourages neighborhood camaraderie, making our community safer and more connected. This event provided a great opportunity for residents, neighbors, and law enforcement to come together under positive circumstances while celebrating the spirit of community.

Mr. Nagle also indicated that the AHA is currently advertising the State Self-Sufficiency Program (SSP) Coordinator position.

**Approval to Adopt CHAMP Affirmative Action Goal and Placement Rate in  
Accordance with EOHLC Guidelines Outlined in PHN 2021-14**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Adopt CHAMP Affirmative Action Goal and Placement Rate in Accordance with EOHLC Guidelines Outlined in PHN 2021-14.

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

**Approval of Memorandum of Agreement between Arlington Housing Authority and  
Waltham Housing Authority for Self-Sufficiency Program**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor for the Approval of Memorandum of Agreement between Arlington Housing Authority and Waltham Housing Authority for Self-Sufficiency Program.

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

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

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve of the Intergovernmental Agreement between the Arlington Housing Authority and Cambridge Housing Authority.

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

**Approval of Services Agreement with Minuteman Senior Services to continue to provide the SHINE Program at the Arlington Housing Authority**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve of Services Agreement with minuteman Senior Services to continue to provide the SHINE Program at the Arlington Housing Authority.

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

**Approval of LiRo-Hill Corp's Designer Services Contract in the amount of \$92,810.00 for the Chestnut Manor, 667-2, Elevator Upgrade Project, EOHLC Project #010139**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve LiRo-Hill Corp's Designer Services Contract in the amount of \$92,810.00 for the Chestnut Manor, 66-2, Elevator Upgrade Project, EOHLC Project #010139.

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

**Approval of LiRo-Hill Corp's Designer Services Contract in the amount of \$99,906.00 for the Cusack Terrace, 667-5, Fire Alarm and Sprinkler System Upgrade Project, EOHLC Project #010143**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve LiRo-Hill Corp's Designer Services Contract in the amount of \$99,906.00 for the Cusack Terrace, 667-5, Fire Alarm and Sprinkler System Upgrade Project, EOHLC Project #010143.

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

**Approval of Low Bidder and Award of Contract to Dagle Electrical Construction Corp. 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. Preston it was unanimously voted in favor to Approve the Low Bidder and Award of Contract to Dagle Electrical Construction Corp. 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	
Gaar Talanian	X	
Jo Anne Preston	X	

**Approval of Low Bidder and Award of Contract to Norel Service Co., Inc. for Fire Alarm Testing, Maintenance & Repair Service 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. Preston it was unanimously voted in favor to Approve the Low Bidder and Award of Contract to Norel Service Co., Inc. for Fire Alarm Testing, Maintenance 7 Repair Service 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	
Gaar Talanian	X	
Jo Anne Preston	X	

**Approval of Proposed Change Order (PCO) Request 0005 for the Arlington Housing Authority Ventilation Upgrades Project, Hauser Building, EOHLC Project #010118 totaling in the amount of \$6,070.00**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Proposed Change Order (PCO) Request 0005 for the Arlington Housing Authority Ventilation Upgrades Project, Hauser Building, EOHLC Project #010118 totaling in the amount of \$6,070.00.

	<b><u>Yes</u></b>	<b><u>No</u></b>
Brain Connor	X	
Gaar Talanian	X	
Jo Anne Preston	X	

**Approval of Proposed Change Order (PCO) Request 0001 for the Arlington Housing Authority Drake Village Garage Exterior Renovation Project, Drake Village, EOHLC Project #010138 totaling in the amount of \$11,500.00**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Proposed Change Order (PCO) Request 0001 for the Arlington Housing Authority Drake Village Garage Exterior Renovation Project, Drake Village, EOHLC Project #010138 totaling in the amount of \$11,500.00.

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

**Acceptance of Arlington Affordable Housing Trust Fund (AHTF) Funding in the amount of \$100,000.00 for the c. 689-2 Special Needs Home Creation Project, EOHLC Project #010127**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Accept of Arlington Affordable Housing Trust Fund (AHTF) Funding in the amount of \$100,000.00 for the c. 689-2 Special Needs Home Creation Project, EOHLC Project #010127.

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

**Acceptance of Massachusetts Housing Partnership (MHP) funding in the amount of \$25,000 for Legal Costs Associated with Redevelopment of Drake Village Cottages**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Accept the Massachusetts Housing Partnership (MHP) funding in the amount of \$25,000 for Legal Costs Associated with Redevelopment of Drake Village Cottages.

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

**Approval to Submit Registration of Interest for HUD-VASH Vouchers per PIH 2025-1**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve to Submit Registration of Interest for HUD-VASH Vouchers per PIL 2025-1.

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

**Approval of Application for EOHLC Sustainability Grant for Cusack Terrace, 667-5, Community Compressor Replacement Project**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Application for EOHLC Sustainability Grant for Cusack Terrace, 667-5, Community Compressor Replacement Project.

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

**Approval of Regular Meeting Minutes of 7/16/2025**

Upon a motion made by Mr. Talanian and seconded by Ms. Preston it was unanimously voted in favor to Approve the Regular Meeting Minutes of 7/16/2025.

	<b><u>Yes</u></b>	<b><u>No</u></b>
Brian Connor	X	
Gaar Talanian	X	
Jo Anne Preston	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 on Monday night. We have bingo on Monday nights and on in the afternoon once a month.

We are going to do the White Elephant in September. Food Link comes on Sunday.

The nominations will start in September.

NONE



### **Motion to Adjourn**

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

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

Next Meeting is September 17, 2025.