

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24

LOWELL HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
AUGUST 10, 2022

Mercier House
21 Salem Street
Lowell, Massachusetts

--- Reported by Jacqueline P. Travis ---

1 Board of Commissioners:

2 Philip L. Shea, Chairman

3 Mony Var, Vice Chairman

4 Joanie L. Bernes, Commissioner

5 Matt Marr, Commissioner

6 Rodney Elliott, Commissioner

7

8 Lowell Housing Committee:

9 Gary K. Wallace, Executive Director

10 Adam J. Garvey, Assistant Executive Director,

11 Chief Operating Officer

12 Sherry Giblin, Chief Financial Officer

13 Kevin J. Murphy, General Counsel via Zoom

14

15 Presentations by:

16 Paula Gouveia

17 Laura Watts

18 Tha Chhan

19

20

21

22

23

24

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24

INDEX

	<u>Page</u>
Opening remarks by Mr. Shea	4
Agenda Item 1	4
Agenda Item 2	5
Agenda Item 3	5
Agenda Item 4	5
Agenda Item 5	6
Agenda Item 6	12
Agenda Item 7	16
Agenda Item 7.1.1	32
Agenda Item 7.1.2	33
Agenda Item 7.1.3	37
Agenda Item 7.1.4	39
Agenda Item 7.1.5	42
Agenda Item 8	44
Agenda Item 9	44
Agenda Item 9(a)	44
Agenda Item 9(b)	44
Agenda Item 10	44

P-R-O-C-E-E-D-I-N-G-S

1
2 Mr. Shea: Thank you. I'd like to call the
3 meeting to order. This is the regular meeting of the
4 Lowell Housing Authority for the Commissioners,
5 August 10th. And with that being the case, I'll have
6 the clerk call the roll.

7 Mr. Wallace: Commissioner Bernes.

8 Ms. Bernes: Here.

9 Mr. Wallace: Commissioner Elliott.

10 Mr. Elliott: Here.

11 Mr. Wallace: Commissioner Marr.

12 Mr. Marr: Here.

13 Mr. Wallace: Chairman Shea.

14 Mr. Shea: Present.

15 Mr. Wallace: Vice Chairman Var.

16 Mr. Var: Here.

17 Mr. Wallace: Five present.

18 Mr. Shea: Thank you.

19 Next item on the agenda is Item Number 2,
20 resident correspondence, Mr. Clerk.

21 Mr. Wallace: Approval of the minutes.

22 Mr. Shea: I'm sorry. As I was saying, Item
23 Number 1, the approval of the minutes of the Housing
24 Authority meeting of July 13th.

1 Any questions pertaining to the minutes of
2 the meeting? If not there's a motion by Commissioner
3 Matt Marr, seconded by Commissioner Joanie Bernes to
4 accept the minutes of July 13th.

5 The clerk will call the roll.

6 Mr. Wallace: Commissioner Bernes.

7 Ms. Bernes: Yes.

8 Mr. Wallace: Commissioner Elliott.

9 Mr. Elliott: Here.

10 Mr. Wallace: Commissioner Marr.

11 Mr. Marr: Yes.

12 Mr. Wallace: Chairman Shea.

13 Mr. Shea: Yes.

14 Mr. Wallace: Vice Chairman Var.

15 Mr. Var: Yes.

16 Mr. Wallace: Five yeas.

17 Mr. Shea: Next item is the resident
18 correspondence.

19 Mr. Wallace: I have none.

20 Mr. Shea: Thank you.

21 Next item is Item Number 3, resident
22 organization.

23 Mr. Wallace: None present.

24 Mr. Shea: Item Number 4 is the subcommittee

1 report, the approval of the minutes of the resident
2 services meeting which was held on July 6th. The
3 minutes of the reporting Commissioners, we have those
4 minutes in front us. Any questions by any member of
5 the Board of Commissioners? Hearing none, the motion
6 to accept by Commissioner Joanie Bernes, seconded by
7 Commissioner Rodney Elliott.

8 And the clerk will call the roll.

9 Mr. Wallace: Commissioner Bernes.

10 Ms. Bernes: Yes.

11 Mr. Wallace: Commissioner Elliott.

12 Mr. Elliott: Yes.

13 Mr. Wallace: Commissioner Marr.

14 Mr. Marr: Yes.

15 Mr. Wallace: Chairman Shea.

16 Mr. Shea: Yes.

17 Mr. Wallace: Vice Chairman Var.

18 Mr. Var: Yes.

19 Mr. Wallace: Five yeas.

20 Mr. Shea: Next item on the agenda is the
21 finance audit report which will be given to us by our
22 chief financial officer, Sherry Giblin. We welcome
23 your comments pertaining to this documentation, Ms.
24 Giblin.

1 Ms. Giblin: Thank you, Mr. Chairman.

2 The Authority's operating statements for the
3 period ending June 30, 2022 has been provided to the
4 Board for their review. To date most programs remain
5 revenue producing and are exceeding budget estimates.

6 For the month of June our federal AMPs saw a
7 \$102,000 increase in operating gains. This is mainly
8 due to operating fund proration levels that remain at
9 104 percent through June. These proration levels are
10 unknown for the rest of the year and we should not
11 anticipate they'll stay at this level.

12 In addition, our solar net meter credit
13 revenue is exceeding budget estimates to date.

14 Our HUD multi-family development Concord
15 River Mills saw an increase of 17,00 for the month of
16 June, and our state portfolio broke even.

17 The Housing Choice Voucher program saw an
18 increase of 35,000 mainly due to half.

19 Most expenses across all AMPs are within
20 budget tolerance through June. Administrative
21 expenses remain under budget in legal, evictions, and
22 IT expenses. Utilities are within budget tolerance
23 with three out of four AMPs remaining under budget.

24 Maintenance expenses remain within budget

1 tolerance in our federal programs through June. As a
2 result of the budget revision done last month, our
3 state portfolio is now within budget tolerance in
4 maintenance expenses. Insurance and benefits are
5 within budget tolerance throughout all AMPs. Concord
6 River Mills is over budget due to force account labor
7 benefits.

8 Our state portfolio is over budget due to
9 OPEB costs that are unbudgeted per DHCD guidelines.
10 Our other general expense category remains under
11 budget in three out of the four federal AMPs due to
12 collection loss deferral until year end and
13 protective services.

14 While it's a good sign to date that our
15 programs remain revenue producing, I'd like to remind
16 the Board that our year end is quickly approaching
17 and we do anticipate our year end accruals will
18 decrease these operating gains significantly.

19 At this time I would open it up to any
20 questions from the Board.

21 Mr. Shea: Is there any questions of any
22 member of the Board of Commissioners towards -- with
23 respect to the comments made by our chief financial
24 officer?

1 I just had a question for you.
2 Would you just explain to the Board the difference
3 between the transferring of surpluses in the federal
4 accounts compared to transferring surpluses in the
5 state account?

6 Ms. Giblin: So in our federal portfolio we
7 can transfer our surpluses between our federal
8 portfolios for public housing. Public housing has to
9 stay separate from the Housing Choice Voucher
10 program. Even though they're both federal programs,
11 we cannot transfer reserves between those programs.

12 Our state portfolio is separate and we
13 cannot transfer reserves from any of our federal
14 reserves over to the state.

15 Mr. Shea: Okay. Would you also tell the
16 Board -- you told me a couple weeks ago, you educated
17 me with respect to contracts. State contracts. You
18 may recall that conversation. Talk about why we put
19 more moneys into an account that's not going to be
20 drawn on because I -- that's the first I ever heard
21 of something like that. You indicated to me it was a
22 difference between the federal accounts and the state
23 accounts.

24 Could you just, for the record, indicate

1 when you do with a contract and overcome the money
2 towards the contract, why you do it that way?

3 Ms. Giblin: So when we --

4 Mr. Shea: I bring that up, as you know,
5 we'll be dealing with the budget and we look towards
6 surpluses to do some of the items that we want to do
7 and, once again, life's a learning experience.

8 You educated me with respect to what you can
9 do and what you can't do. Could you, for the record,
10 tell us that.

11 Ms. Giblin: So I believe the conversation
12 you're referring to, we spoke about when we set our
13 contract limits --

14 Mr. Shea: Yes.

15 Ms. Giblin: -- you'll notice we have one on
16 the agenda tonight for on-call asbestos.

17 Mr. Shea: Right.

18 Ms. Giblin: So when Rita bills out to
19 procure services such as on-call asbestos abatement,
20 we estimate what we're going to spend. So if we
21 estimate we're going to spend 150,000, she will
22 always do the contract for a little more than that.
23 Because within the state guidelines, once we set a
24 contract amount we can only increase it by

1 25 percent. If we go over that 25 percent we then
2 have to go back out to bid for those services, which
3 does take time.

4 So in the interest of time saved and staying
5 as efficient as possible with the state bidding
6 process, we will set our contract limits a little
7 higher than what we really anticipate spending.

8 Mr. Shea: If you go over the amount, that
9 you've got to go back to bid. Public bid.

10 Ms. Giblin: Yes.

11 Mr. Shea: And that's where, in the state?
12 The city, they don't -- they do it a little
13 differently than this.

14 Ms. Giblin: I'm not familiar how the state
15 does it.

16 Mr. Shea: Okay. I just wanted that to go
17 on the record. We'll be dealing with -- as we move
18 to the end of the fiscal year we're going to be
19 dealing with surpluses as to what's available in
20 order to try to make some determination as to what
21 budget presentation is sent to the Board
22 September 14th for the next fiscal year. And we have
23 to have some type of certainty with respect to what
24 surpluses are there, and what ability for the next

1 fiscal year. That's why I wanted you to put it for
2 the record what we can do, what we can't do.

3 Ms. Giblin: Sure.

4 Mr. Shea: Thank you for those comments.
5 Other than that, the motion by Commissioner Elliott,
6 seconded by Commissioner Mony Var to accept the
7 report for the chief financial officer. And with
8 that being the case, the clerk will call the roll.

9 Mr. Wallace: Commissioner Bernes.

10 Ms. Bernes: Yes.

11 Mr. Wallace: Commissioner Elliott.

12 Mr. Elliott: Yes.

13 Mr. Wallace: Commissioner Marr.

14 Mr. Marr: Yes.

15 Mr. Wallace: Chairman Shea.

16 Mr. Shea: Yes.

17 Mr. Wallace: And Vice Chairman Var.

18 Mr. Var: Yes.

19 Mr. Wallace: Five Yeas.

20 Mr. Shea: Okay. The next item is the
21 report of the chair. And you're indicating,
22 Mr. Director, going to bring out this little
23 gathering we had pertaining to our meeting in city
24 hall, the city chambers -- city council chambers,

1 which is August 18th at 5 o'clock, Thursday. And we
2 had a meeting to discuss basically -- well I don't
3 even know where to begin. We started this
4 conversation with the veterans two years ago, if you
5 can believe it. And so with Jay Gaffney requesting
6 us to go down there to talk about housing for
7 veterans. We have agreed to meet on Thursday,
8 August 18th at 5 o'clock. And when I say we, it's
9 the director, myself, general counsel, Kevin Murphy,
10 together with Tha Chhan and his staff, Alisen
11 Purtell, Mrs. Purtell and also with Kevin Forsley in
12 order that we can go talk to the veteran council, and
13 like them to know what's on deck and the potentiality
14 with respect to getting housing for veterans, and our
15 rating system.

16 And so luckily Tha Chhan and his staff,
17 together with the director have been working on
18 cleaning up some of our presentation because some of
19 the rules have changed pertaining to allowance for
20 the entry of veterans. And we did about 6,000
21 applicants waiting for housing. And if I'm not
22 mistaken, looking over that list, I think there's 18
23 that qualify. Veterans that qualify. That is
24 homeless veterans. And of the 18 I think there's 11

1 of them that -- less than, I followed up with Tha. I
2 see Tha Chhan. Less than. The applications were in
3 2014.

4 So with that we will go to city hall
5 chamber, city council chamber at city hall to let
6 them know where we're at, what we can do, what's
7 possible and isn't possible.

8 Unfortunately two years ago we had a
9 conversation with Jay Gaffney, was lead to believe --
10 and he's a very well respected member of our
11 community. Commissioner Elliott knows him well from
12 the State House. He's a disabled veteran of the
13 Vietnam War. He's a graduate of Harvard College.
14 He's just a terrific guy and he's working with the
15 veterans.

16 So when we go down there we want to make
17 sure we don't mislead him. We want to make sure that
18 we tell him what's on tap. But unfortunately two
19 weeks ago we told him what was on tap was a building
20 over at Merrimack Street, and I don't want to get
21 into that tonight, but I think it's a setback a
22 little bit, which is really disappointing. But we're
23 going to have this conversation, and whatever we can
24 do to help those veterans, particularly the homeless

1 veterans, the people he is championing the cause for,
2 we will do it.

3 And luckily so, once again, Tha Chhan,
4 Alisen Purtell, Kevin Forsley, the director and
5 myself will be here. However, we do welcome other
6 members of the Board of Commissioners, if you want to
7 come and participate, be our guest.

8 But the meeting went for almost two hours.
9 We met at the admissions office conference room. It
10 was a very thoughtful meeting. And we discovered
11 that we have to just do some questions with respect
12 to some of the new facts. And so that's basically
13 it. That's the report of the Chairman. And it's an
14 informal meeting -- informal discussion, I should
15 say, and it was a very -- it was a very good
16 conversation.

17 So with that being the case, I'd just like
18 that general thought of acceptance of what happened
19 that day entered into the record. And with that
20 being the case I'll ask for a motion by Commissioner
21 Joanie Bernes, seconded by Mony Var to accept the
22 report of the Chair.

23 And with that being the case, we'll call the
24 roll. The clerk will call the roll.

1 Mr. Wallace: Commissioner Bernes.

2 Ms. Bernes: Yes.

3 Mr. Wallace: Commissioner Elliott.

4 Mr. Elliott: Yes.

5 Mr. Wallace: Commissioner Marr.

6 Mr. Marr: Yes.

7 Mr. Wallace: Chairman Shea.

8 Mr. Shea: Yes.

9 Mr. Wallace: Vice Chairman Var.

10 Mr. Var: Yes.

11 Mr. Shea: The next item is the report of
12 the executive director, and I don't mind prefacing
13 remarks, what the director is going to talk to us
14 about with respect to the Hadley House, we have some
15 really good news from the legislature. The governor
16 is about to sign the bill turning the land for the
17 Hadley House over to the Housing Authority.

18 So I'll let the director report for the
19 record exactly what transpired. And, obviously, I
20 did make an error when I opened the meeting. I
21 should have recognized, for the record, that our
22 general counsel, Attorney Kevin Murphy is on the line
23 virtually. Unfortunately he and his wife had to
24 leave town, to go out of town on a personal matter.

1 However, Attorney Murphy is listening, I take it,
2 participating in this meeting. And I want to
3 congratulate him because we worked right up until the
4 wee hours of that night, when they were moving to
5 adjourn for the year. And that legislation I think
6 went through, one of last pieces of legislation went
7 through.

8 And I also wanted to indicate that we have
9 been very involved with the activity, moving that
10 piece of legislation. And that for many years trying
11 to get the legislature to approve the transfer of
12 that land from the state to the Housing Authority.
13 It finally happened.

14 And so that being the case, that being the
15 preface, I would then look forward to the director's
16 comments. Thank you.

17 Mr. Wallace: Thank you, Mr. Chairman. And
18 following up on your comments of the Hadley House,
19 the legislation has passed. I did reach out to the
20 governor's representative and thanked them and their
21 staff for their hard work on it, as well as Attorney
22 Murphy.

23 The next step in the Hadley House, which I
24 can remember in 1990 watching it being paraded down

1 Broadway Street and placed at 19 Broadway Street, and
2 sat there for 30 plus years. So the next step is
3 that the Housing Authority general counsel reached
4 out to DCR and has requested that they immediately
5 engage an appraiser come aboard and appraise that
6 land.

7 Our initial look at the land says the city
8 has assessed the value for about \$38,000. So we're
9 hoping it comes in around that price. At that point
10 the Housing Authority will officially purchase the
11 land. The proper home is owned by the nonprofit
12 affiliate Renew, and Renew will then developed that
13 property into what we hope to be five units of
14 veteran supported housing. We actually have some
15 drawings that were done back in 2004 that show five
16 one-bedroom units can be put on that property.

17 We've already reached out to the historic
18 board, because this is a historic property, and it's
19 in the historic district, to see what their acts will
20 be.

21 We met with Steve Stoll on the site last
22 Friday. He is excited about the project. He too
23 watched it sit there for many, many years and go
24 unutilized. He promised to be very cooperative with

1 us, a lot of good renderings of what that property
2 should look like when we bring it back to its
3 original look.

4 So we met with him. At his suggestion, he
5 thought we should apply for CTA funds, which we will
6 send in an application, a preliminary application for
7 \$150,000 in CTA funds. We can use some of our
8 proceeds from the scatter site sales that helped
9 develop this. We reached out for support and grant,
10 and we feel the consultant too has some ideas too
11 about how to fund that capital improvement, et
12 cetera.

13 So we're excited about that project. It's
14 been a long time coming. This is something that we
15 had told Jay Gaffney about two years ago we were
16 interested in doing, so we're finally going to have
17 the opportunity to do that.

18 I do intend on bringing up our consultant
19 Andrew Daniels of Map Plan at our September meeting
20 to update the Board on our strategy to develop the
21 Hadley House and the timeline, and our strategy to
22 develop this Mercier site in the timeline. So he'll
23 be here at the September meeting to update the Board
24 on that.

1 The other item I wanted to talk about
2 tonight was an update on Commissioner Elliott's
3 motion that he had made to explore the scattered site
4 -- state disposition of the scatter sites, and it
5 looks like his motion has come to fruition. I did
6 hear from DHCD last week, that after meeting with the
7 roundtable working group that we were part of with
8 four or five other housing authorities in the state,
9 they feel that they have enough information now that
10 they will be issuing an RFP in the late fall for
11 housing authorities to compete for funds to dispose
12 of their state scattered site portfolio and build
13 more modern, sustainable public housing. So I'll
14 keep the Board up to date on that.

15 Another item that I did want to report on, a reminder
16 -- an email might've gone out to you guys today, a
17 reminder of our first Lowell Housing Authority Youth
18 Fair will be coming up on Saturday, August 20th.
19 It's going to be held at Highland Parkway. Health
20 and wellness advisor Paula Gouveia has put a lot of
21 effort into it, meeting with a lot of community
22 partners. She's done a lot of good fundraising
23 efforts on it, and it really looks to be a great
24 success.

1 Paula is here tonight. I don't know if the
2 Board wants her to make a further presentation other
3 than what I just discussed, but she's here.

4 Mr. Shea: Would you want to introduce Ms.
5 Gouveia?

6 Mr. Wallace: Paula Gouveia, our health and
7 wellness advisor.

8 Ms. Gouveia: Hi, Paula Gouveia. Nice to
9 meet everybody.

10 Mr. Shea: Well first of all, I know about
11 this subject matter, but what's being planned for
12 August 20th is just terrific. I know that Paula and
13 her committee are working with Adam on a budget. I
14 know that there's been a tremendous amount of work.
15 And this is just another example of the good things
16 that are happening in the Housing Authority that
17 doesn't seem to get out to the general public about
18 the different work that we do. And up there in
19 Chelmsford Street they had this fair, they had so
20 many participants, but once again, if you go back to
21 the minutes of the meeting, the Chair has always been
22 advocating with the director to seek out -- I don't
23 even know how you do it. I'm a bookkeeper by trade.
24 The bottom line is that, you know, the things that

1 we're doing is good and it's not out there in the
2 public domain. And I think there's more to it than
3 just -- well okay, I'm not going to go down that
4 road.

5 Paula, I want to congratulate you on how
6 tenacious you are with respect to your work, with
7 respect to what's going to happen. It's going to be
8 a great day, and I just wish that you and your team
9 and your effort got more working on behalf -- the
10 Authority got more recognition in the community for
11 all the things that are happening. And I just say
12 that that seems to be -- that just seems to be -- I
13 don't understand why the director and his staff are
14 not more active in trying to promote this. But I
15 don't want to sound like a broken record so I'll just
16 say to Paula, welcome to the Housing Authority. She
17 came onboard last November. And she's a tremendous
18 asset. Her background is sterling. Her performance
19 is so professional. We're very happy to have her in
20 our employ.

21 And incidentally, I don't mind, for the
22 record, to indicate I was very happy to recommend her
23 for an interview at the Housing Authority. So thank
24 you, Paula, for your effort. And I think the 20th --

1 just hope, as you said to me, hope it doesn't rain
2 out. And I agree with you.

3 So with that being the case -- Matt wants to
4 say something.

5 Mr. Marr: Do you want to say something?

6 Ms. Gouveia: I was just going to say I have
7 asked not to advertise this because this is strictly
8 for Housing Authority youth. And if we advertise
9 this in the general public, we have a huge
10 opportunity to have thousands of children throughout
11 the city that are going to come to this event that we
12 cannot accommodate. So where this is strictly for
13 children that live in Lowell Housing Authority,
14 there's been a lot of effort in advertising this to
15 the people that live in the housing. It's been
16 posted on their August rent statement. We did save
17 the date fliers. We have banners that are being
18 hung, four banners that are being hung, two at each
19 location. I have flyers that are being sent out.
20 I'm doing SMS messages on Thursday to send out to all
21 the residents that live in the AMPs that we're doing
22 this on. But to advertise this anywhere outside of
23 housing, it just opens us up for something that we
24 aren't capable of doing.

1 Mr. Shea: Thank you very much for your
2 comments. I'd like to just clarify, the situation is
3 quite nebulous right now. When I say advertise, I
4 wasn't talking about putting ads in the paper, come
5 on up to Chelmsford Street on the 20th. I was
6 talking about after the fact.

7 Mr. Wallace: And that we're working on.

8 Ms. Gouveia: Yes.

9 Mr. Shea: It's my -- Mrs. Gouveia brought
10 the same thing to my attention a couple weeks ago,
11 and apparently I wasn't too clear. I'm not talking
12 about advertising so a thousand people show up. You
13 know, this is just for the Chelmsford Street project.
14 What I was talking about was to let the public know
15 about these things after the fact.

16 Mr. Wallace: Right.

17 Mr. Shea: And so you're right, Paula, with
18 respect to everything you said. And I think we had
19 this conversation earlier. You're right. You don't
20 want to put a publication in there saying, you know,
21 and have everybody from the city and coming here
22 thinking it's a big cookout for them. No. It's
23 something for the Chelmsford Street residents. So
24 after the fact, because I just think that -- I think

1 it's a tremendous idea and how you've talked about
2 it, it's the first time probably in years something
3 like that happened. To go out -- the residents to go
4 out and their children, to make them feel a part of
5 the community.

6 So with that being the case, I hope that
7 clarifies it a little bit, about this ambiguousness.

8 So with that being the case, we thank you
9 for your comments. And your comments with respect to
10 the Hadley House, I only have one question, if I can.
11 First of all, I'll open it up to the other
12 Commissioners. Commissioner Elliott.

13 Mr. Elliott: No, I just wanted to
14 comment -- thank Paula. She came to the resident
15 services subcommittee explaining the event. It's a
16 great event, right, Madam Chair.

17 It's great for the residents and I
18 appreciate the concern that if you do put it out
19 there, it will be overwhelming.

20 Just on the Hadley House, I think that's
21 promising news. It's been a longstanding eyesore in
22 the neighborhood. Certainly this is a worthy project
23 and certainly for veterans to provide affordable
24 housing. A lot of good news. The bill's being

1 signed, a lot of moving parts with various agencies.
2 That's good that you're interacting with all these
3 agencies, trying to find funding, what's the best
4 use. It's certainly a big step forward to, you know,
5 to move this project along and bring some life to
6 that particular piece of property.

7 Thank you, Mr. Chairman.

8 Mr. Shea: Thank you, Commissioner.

9 The only other comment I want to make is
10 something on what the director said about hiring
11 Mr. Daniels from Renew. My question to you would be
12 do you have a contract with him?

13 Mr. Wallace: We have a draft contract and
14 we're hoping to have it signed next week.

15 Mr. Shea: And funding, where would the
16 funding be coming from?

17 Mr. Wallace: It will be coming from the
18 sale of proceeds if the Housing Authority board
19 authorizes.

20 Mr. Shea: Does the Board of Commissioners
21 have any say in that?

22 Mr. Wallace: In?

23 Mr. Shea: In the appropriation of money for
24 that.

1 Mr. Wallace: Yes. Yes, we'll bring a
2 request to the September meeting for funding.

3 Mr. Shea: So you're going to bring a
4 request to us when?

5 Mr. Wallace: At the September meeting.

6 Mr. Shea: Okay. And he's going to work
7 without getting a signed contract? I'm trying to
8 figure out because, you know, I don't want to get
9 into Merrimack Street, I don't want to take the time
10 out, but we're six, eight, ten months behind in that
11 project. And he was on that project and he decided
12 he didn't want to be in that project anymore. He
13 decided he didn't want to work for us anymore. And
14 that project has sat still since February when he
15 made a presentation this board. That sat still now
16 for six months. And we told Jay Gaffney two years
17 ago that we could probably get you some units in that
18 building. Now you're talking about hanging on a
19 consultant, I got the email, he wants to meet with
20 us. But he doesn't have a contract and you don't
21 have the funding to hire him. So how can you hire
22 him without the funding?

23 Mr. Wallace: Well it will say subject to
24 funding.

1 Mr. Shea: Okay. I just want to make sure
2 that the Board is kept abreast, because I can tell
3 you -- and once again, I'm glad the stenographer's
4 here, I don't want to belabor the point. We had a
5 discussion the other day. When I discovered that
6 Mr. Daniels is no longer working for us, and that was
7 only by accident in talking with the chief financial
8 officer, and that building on Merrimack Street, that
9 sets us -- you say six months longer. We've been
10 talking about that building for two years. And we
11 don't even have a -- we haven't had a meeting with
12 the architect. And Commissioner Marr will tell you
13 that the cost I think has gone up a little bit the
14 last couple of years.

15 But putting that aside, I just want to make
16 my point, you're talking about hiring and you don't
17 have any authority to hire him because the Board
18 gives it to you. Is that how we approach this, Mrs.
19 Giblin?

20 Ms. Giblin: With respect to the sales
21 proceeds?

22 Mr. Shea: I understand it's coming out of
23 that. But the fact of the matter is this
24 conversation is about Mr. Daniels who refused to --

1 he refused to re-up his contract with the Housing
2 Authority. And I can't wait to meet with him next
3 week to ask him why.

4 Mr. Wallace: But that's not true,
5 Mr. Chairman. He didn't refuse.

6 Mr. Shea: He didn't file an application.

7 Mr. Wallace: He did not get his proposal in
8 on time.

9 Mr. Shea: When Rita called him and said you
10 have one day to file the -- to file your request to
11 be retained, he didn't file. He filed it late.
12 That's why you hired him to review, because you hired
13 another consultant.

14 Mr. Wallace: Right.

15 Mr. Shea: But what I'm saying is where's
16 the money coming from? It's coming from Renew and
17 Renew -- you're not spending any money without the
18 approval of this Board.

19 Mr. Wallace: Renew will be -- there will be
20 a request at the next board meeting for X amount of
21 dollars to hire a consultant and start the
22 development of this site. And of the Hadley House
23 site.

24 Mr. Shea: Okay. Listen, I talked way too

1 long. I'll just close up by saying I told you, and I
2 don't want the public record to indicate, when I
3 discovered that Mr. Daniels is not working for us
4 anymore, our consultant on Merrimack Street for the
5 60 units we're supposed to be building there, I
6 looked at Gorham Street and The Coalition for the
7 Better Acre built that building in 15 months. And I
8 look at Merrimack Street, where we have a nice artist
9 rendering, we've been talking about for two years and
10 we're still on first base.

11 Mr. Wallace: We didn't sit on our hands
12 during that six months. We continued to buy property
13 in this neighborhood, consolidate pieces of land,
14 tear down, demolished pieces of land.

15 Mr. Shea: Your conclusion, with all due
16 respect, Mr. Director, your conclusion is different
17 from my conclusion. And it's okay. We can agree
18 without being disagreeable. And I wasn't going to
19 bring it up, but I do think it's important to
20 understand this bit about we're going to do this.
21 You're not going to do anything until this Board
22 tells you to do it. He has a contract, you bring it
23 to us in September.

24 Mr. Wallace: The contract will be with

1 Renew. We'll be coming here --

2 Mr. Shea: For the funding.

3 Mr. Wallace: Yes.

4 Mr. Shea: Gary, please. We're playing with
5 words. You have no money and no authorization to
6 spend ten cents without the Board approval.

7 Mr. Wallace: And that's why I said I'll be
8 bringing it here in September.

9 Mr. Shea: Then we look forward to seeing
10 that contract. I also look forward -- okay. I'm
11 ready. Thank you.

12 Okay. With that being the case, report of
13 the executive director, motion to accept his report,
14 motion by Commissioner Joanie Bernes, seconded by
15 Commissioner Matt Marr.

16 The clerk will call the roll.

17 Mr. Wallace: Commissioner Bernes.

18 Ms. Bernes: Yes.

19 Mr. Wallace: Commissioner Elliott.

20 Mr. Elliott: Yes.

21 Mr. Wallace: Commissioner Marr.

22 Mr. Marr: Yes.

23 Mr. Wallace: Chairman Shea.

24 Mr. Shea: Yes.

1 Mr. Wallace: Vice Chairman Var.

2 Mr. Var: Yes.

3 Mr. Wallace: Five yeas.

4 Mr. Shea: Next item on the agenda is Item
5 Number 7.1.1, a motion to approve contract award
6 recommendation to Quality Radon, Hermon, Maine in the
7 amount of \$153,775.

8 With that being the case, Rita is not
9 available, the director or somebody just an
10 explanation as to what this is. Sorry about that, I
11 didn't see you.

12 Ms. Watts: Good evening. This award is to
13 mitigate radon levels detected throughout AMP 2 that
14 are within the actionable range as recommended by the
15 EPA. We received the funds from a grant specifically
16 for this purpose. We have radon levels as high as 13
17 in some units and will be mitigating everything from
18 3.0 to that highest range.

19 A majority of the properties are at Highland
20 Parkway, but we will also be mitigating 25 and 35
21 Tumble Street. I think in all there will be
22 approximately 29 structures mitigated in this
23 process.

24 Any questions?

1 Mr. Shea: Are there any questions for Laura
2 with respect to Item Number 7.1.1?

3 Hearing none, I just want to thank you for
4 coming forward, and always a pleasure to see you.
5 With that being the case, motion by Commissioner
6 Rodney Elliott, seconded by Commissioner Joanie
7 Bernes to accept 7.1.1, and the clerk will call the
8 roll.

9 Mr. Wallace: Commissioner Bernes.

10 Ms. Bernes: Yes.

11 Mr. Wallace: Commissioner Elliott.

12 Mr. Elliott: Yes.

13 Mr. Wallace: Commissioner Marr.

14 Mr. Marr: Yes.

15 Mr. Wallace: Chairman Shea.

16 Mr. Shea: Yes.

17 Mr. Wallace: Vice Chairman Var.

18 Mr. Var: Yes.

19 Mr. Wallace: Five yeas.

20 Mr. Shea: Thank you.

21 Next item is Item Number 7.1.1 -- 7.1.2 is
22 in front us right now, approve contract award
23 recommendation for employment and income verification
24 services to Carahsoft Technology Corporation in the

1 amount of \$160,000 for three years with the Lowell
2 Housing Authority's sole option to renew for two
3 additional one-year contract periods.

4 Would Adam give us comments on that, please.

5 Mr. Garvey: Yes. I do believe that I can
6 refer this to Tha Chhan, but this is our -- I believe
7 our current vendor. It's part of the EIV system that
8 we verify income with HUD.

9 This is a three-year contract, so it is
10 slightly over 50,000 a year. And Tha can clarify
11 this, but I do believe this is actually a price
12 discount on their last contract we had three years
13 ago. So I will defer to Mr. Chhan who is the subject
14 matter expert on EIV.

15 Mr. Shea: Okay. Tha Chhan.

16 Mr. Chhan: Thank you, Adam. Thank you,
17 Mr. Chairman.

18 Let me start by saying that admission into
19 -- anyone that's applied and wants to get into public
20 housing have to go through certain criteria for
21 admission. That would be one criteria, income. That
22 you need to meet a certain income. 30 percent,
23 50 percent or 80 percent income. Of the median
24 income. And also the way culture is divided is based

1 on the census of income.

2 Now this company called -- the work
3 number -- the name is Carahsoft. It is under that
4 work number. We've been using this company for two
5 or three years, and this company has been used by
6 many government agencies as the truth for income
7 verification.

8 Now admission to the program is pretty
9 critical in city housing. So this tool had enabled
10 us to collect most accurate information such as
11 employment and income. So many agency use this.

12 It's a lot of money, divided by three years.
13 The leased housing property ate up probably \$26,000 a
14 year, but each AMP is qualified. Each year for five
15 AMP, probably about \$5,000 per AMP per year.

16 I know it's a lot of money, however, this
17 tool for us for income verification is really
18 critical. Play a critical problem in compliance with
19 public housing. That's why we put it out seeking
20 your approval so we can put it into use the following
21 month. Thank you.

22 Mr. Shea: Tha, I'd like to just ask you
23 about the -- first of all, this income verification
24 is something new?

1 Mr. Chhan: No. It has been -- it has been
2 in place. There's so many different sources of
3 income verification. The other one is called
4 Enterprise Income Verification and it's free,
5 provided by HUD. But it's about four months, as the
6 income verification reflect on the income four months
7 ago. So it's not reflective of the current income
8 that our residents receive or applicant receive. So
9 making the determination on using that one
10 calculation will be the income at this point and HUD
11 recommended that we use that too.

12 We have so many different sources that we
13 can use, but this is one of the companies that many
14 housing, unemployment office, DTA, welfare office use
15 for income verification and for eligibility.

16 Mr. Shea: Thank you.

17 Mr. Chhan: Thank you.

18 Mr. Shea: Any questions for Tha Chhan?

19 Mr. Marr: How far up to date is this -- is
20 this four months behind?

21 Mr. Chhan: The price?

22 Mr. Marr: You said the other company is
23 four months --

24 Mr. Chhan: This is now. This is tomorrow.

1 Up to date. If we run the program today and the last
2 paycheck that the individual receives, that's what we
3 use. The other, it's four months. So not today.
4 It's the income provided to us four months ago. It's
5 too old. And it does not meet HUD regulation. This
6 is what we need. And as far as the price, because
7 it's 5,000 a year for each AMP, so it's really cheap.

8 Mr. Shea: Thank you, Tha, for your comments
9 for the record. Any other question by any member of
10 the Board has? Hearing none, there's a motion by
11 Commissioner Marr, seconded by Commissioner Mony Var
12 to accept Item 7.1.2. And the clerk will call roll.

13 Mr. Wallace: Commissioner Bernes.

14 Ms. Bernes: Yes.

15 Mr. Wallace: Commissioner Elliott.

16 Mr. Elliott: Yes.

17 Mr. Wallace: Commissioner Marr.

18 Mr. Marr: Yes.

19 Mr. Wallace: Chairman Shea.

20 Mr. Shea: Yes.

21 Mr. Wallace: Vice Chairman Var.

22 Mr. Var: Yes.

23 Mr. Wallace: Five yeas.

24 Mr. Shea: Next item is Item Number 7.1.3,

1 motion to approve contract recommendation for
2 asbestos abatement services to Green Environmental,
3 Inc. of Brockton, Massachusetts in the amount of
4 \$200,000 for one year, with Lowell Housing
5 Authority's sole option to renew for two additional
6 one-year options.

7 We have the information in front of us.
8 Will the director provide comments pertaining to
9 this.

10 Mr. Wallace: Yeah, this is an ongoing
11 contract, Mr. Chairman. Mostly addresses vacant
12 units at South Common Village that still have some of
13 the old ground tiles. So when we go in to do a
14 turnover in there, we used to remediate it by putting
15 carpet over it. We don't do that anymore, so now we
16 actually take it out. So this has been an on-call
17 contract, any time a unit is vacant they'll go in and
18 perform this work.

19 Mr. Shea: Thank you. I did notice in the
20 second paragraph EPA gave them a rating of 96.

21 Mr. Wallace: That's right.

22 Mr. Shea: That's impressive. It used to be
23 impressive. I don't know if it's still impressive.
24 It was impressive 20 years ago, I don't know if it's

1 still impressive.

2 With that being the case, Commissioner Matt
3 Marr makes a motion to move this forward, seconded by
4 Commissioner Rodney Elliott on Item 7.1.3. The clerk
5 will call the roll.

6 Mr. Wallace: Commissioner Bernes.

7 Ms. Bernes: Yes.

8 Mr. Wallace: Commissioner Elliott.

9 Mr. Elliott: Yes.

10 Mr. Wallace: Commissioner Marr.

11 Mr. Marr: Yes.

12 Mr. Wallace: Chairman Shea.

13 Mr. Shea: Yes.

14 Mr. Wallace: Vice Chairman Var.

15 Mr. Var: Yes.

16 Mr. Wallace: Five yeas.

17 Mr. Shea: Thank you. The next item is Item
18 Number 7.1.4, motion to approve contract award
19 recommendation for Moody Street garage entrance
20 enhancements to Belko Landscaping, LLC in the amount
21 of -- which is in Salem, New Hampshire, in the amount
22 of \$336,006. And this is the -- that's before us.
23 And that being the case, I see Laura is here. Can
24 you come up and help us through this, if you would.

1 Ms. Watts: Yes. Hello again. The need for
2 this project was brought to us by the superintendent
3 of facilities Brian Moriarty.

4 The egress to the garage used by maintenance
5 is at the bottom of a 17 percent slope from the
6 sidewalk. The garage is where we store our snow
7 removal equipment, snow melt, where we receive quite
8 a bit of supplies for the entire building. And we've
9 had quite a few workmen's comp cases over the years
10 due to falls, especially in winter conditions.

11 So we're bringing this need to your
12 attention. We worked it into our capital plan to
13 redesign the egress so that it is more accessible and
14 safe for the employees. It will have a combination
15 of a switchback ramp, stairs, and a mechanical lift
16 that will accommodate pallets of materials and
17 supplies. And we ask for this to be approved this
18 evening for the safety of those who serve our public.

19 Mr. Shea: You did write in your report that
20 this came above bid and it was expensive, and
21 Commissioner Marr just pointed out to me the second
22 bid was \$440,000. That's another 140,000.

23 Ms. Watts: Yes. So in my mind this was
24 always about a \$300,000 project from conception. And

1 today's current market, it's no surprise that it's
2 coming in more. It's just great risk in this market,
3 and contractors have to take their best guess as to
4 where prices will be once we mobilize.

5 And as you mentioned, the other bidder was
6 substantially higher. That bidder, we sought them
7 out per the recommendation of Oland. We worked with
8 them on several other projects. They're a big outfit
9 in the city and we're grateful for them to bid it.

10 The lowest bidder is Belko, who did these
11 front steps, this front egress with the same
12 designer, Waterfield Design Group. So we have great
13 confidence that this will be a successful project and
14 all the confidence that they can do a great job for
15 us.

16 Mr. Shea: Commissioner Bernes has brought
17 to my attention how badly this is needed, and so it's
18 just -- it's a step in the right direction.

19 When do they expect to start?

20 Ms. Watts: It's difficult to say, having
21 not had the kickoff meeting as of yet. They know
22 that we are looking to have this done as soon as
23 possible, due to the fact that winter conditions
24 makes this a precarious work environment.

1 Mr. Shea: Meaning what's the total time
2 frame?

3 Ms. Watts: I think we've given it about
4 120 days from mobilization to completion. The
5 wildcard will be the lift. The mechanical lift. So
6 the lead time on that is unknown until we actually
7 place the order.

8 Mr. Shea: That makes sense. Okay. Thanks,
9 Laura, for your comments. With that being the case,
10 I see a motion by Commissioner Matt Marr, seconded by
11 Commissioner Rodney Elliott to accept Item
12 Number 7.1.4, and the clerk will call the roll.

13 Mr. Wallace: Commissioner Bernes.

14 Ms. Bernes: Yes.

15 Mr. Wallace: Commissioner Elliott.

16 Mr. Elliott: Yes.

17 Mr. Wallace: Commissioner Marr.

18 Mr. Marr: Yes.

19 Mr. Wallace: Chairman Shea.

20 Mr. Shea: Yes.

21 Mr. Wallace: Vice chairman Var.

22 Mr. Var: Yes.

23 Mr. Wallace: That's five yeas.

24 Mr. Shea: The next item is Item Number

1 7.1.5, motion to approve the Lowell Housing
2 Authority's division of leased housing programs
3 Section 8 utility schedule for 2022 to 2023. And we
4 have the director of the admission office, Tha Chhan
5 here to comment for the record.

6 Mr. Chhan: Thank you, Mr. Chairman. The
7 utility schedule under our Section 8 uninsured plan,
8 it is mandated that we update our utility schedule
9 once every year. Our assessment is of our fiscal
10 year.

11 So just follow the procedure, we update the
12 utility schedule every year and as indicated, it's
13 increased about 20.2 percent. Roughly about \$65
14 more.

15 So what we'll have to do is we have to apply
16 this in a new rate beginning October of 2022.
17 October 1st. Two months from now. So I'm putting
18 this in front of you for your approval so that we can
19 apply the rate in the fall.

20 Mr. Shea: Any question for Tha Chhan
21 pertaining to Item Number 7.1.5? Seeing none, motion
22 made by Commissioner Mony Var, seconded by
23 Commissioner Joanie Bernes to accept Item 7.1.5. And
24 the clerk will call the roll.

1 Mr. Wallace: Commissioner Bernes.
2 Ms. Bernes: Yes.
3 Mr. Wallace: Commissioner Elliott.
4 Mr. Elliott: Yes.
5 Mr. Wallace: Commissioner Marr.
6 Mr. Marr: Yes.
7 Mr. Wallace: Chairman Shea.
8 Mr. Shea: Yes.
9 Mr. Wallace: Vice Chairman Var.
10 Mr. Var: Yes.
11 Mr. Wallace: Five yeas.
12 Mr. Shea: Item number 8, old business. We
13 have none.
14 Item Number 9, 9 (a), motion by Board
15 members. We don't have any.
16 And Item Number 9 (b), executive director
17 announcements.
18 Mr. Wallace: I have none.
19 Mr. Shea: None of that.
20 And Item Number 10, motion to adjourn. I
21 would like to state the next meeting will be
22 Wednesday, September 14th at 5:00 p.m.
23 And there's a motion by Commissioner Matt
24 Marr, seconded by Commissioner Joanie Bernes to

1 adjourn. And the clerk will call the roll.
2 Mr. Wallace: Commissioner Bernes.
3 Ms. Bernes: Yes.
4 Mr. Wallace: Commissioner Elliott.
5 Mr. Elliott: Yes.
6 Mr. Wallace: Commissioner Marr.
7 Mr. Marr: Yes.
8 Mr. Wallace: Chairman Shea.
9 Mr. Shea: Yes.
10 Mr. Wallace: Vice Chairman Var.
11 Mr. Var: Yes.
12 Mr. Wallace: Five yeas.
13 (Whereupon the meeting adjourned 5:54 p.m.)
14
15
16
17
18
19
20
21
22
23
24