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LOWELL HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
MAY 8, 2024

Mercier House
21 Salem Street
Lowell, Massachusetts

-- Reported by Jacqueline P. Travis, RPR, CSR --

1 Board of Commissioners:

2 Mony Var, Chairman

3 Rodney Elliott, Vice Chairman (absent)

4 Matt Marr, Commissioner

5 Joanie L. Bernes, Commissioner

6

7

8 Lowell Housing Committee:

9 Tha Chhan, Executive Director

10 Sherry Giblin, Chief Financial Officer (absent)

11 Kevin J. Murphy, General Counsel

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13 Presentations by:

14 Rita Brousseau, Chief Procurement Officer

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

Mr. Var: I would like to call the meeting to order, please. Also roll call.

Mr. Chhan: Chairman Mony Var.

Mr. Var: Here.

Mr. Chhan: Vice Chair Elliot.

Commissioner Bernes.

Ms. Bernes: Here.

Mr. Chhan: Commissioner Marr.

Mr. Marr: Here.

Mr. Chhan: Three here, one absent.

Mr. Var: Item Number 1, let's start. The motion to approve the minutes from the Lowell Housing Authority Board of Commissioner meeting held on April 27th, 1024.

Mr. Marr: I make a motion to approve.

Ms. Bernes: I second.

Mr. Var: Commissioner Matt Marr, seconded by Commissioner Joanie Bernes.

Mr. Chhan: Roll call.

Mr. Var: Roll call, please.

Mr. Chhan: Chairman Var.

Mr. Var: Yes.

Mr. Chhan: Commissioner Bernes.

1 Ms. Bernes: Yes.

2 Mr. Chhan: Commissioner Marr.

3 Mr. Marr: Yes.

4 Mr. Chhan: Vice Chair Elliot.

5 Three yes, one absent.

6 Mr. Var: Item Number 2, resident
7 correspondence. Any?

8 Mr. Chhan: There's no resident
9 correspondence, Mr. Chairman.

10 Mr. Var: Okay. Thank you.
11 Number 3, residents organizations

12 Mr. Chhan: There's none.

13 Mr. Var: Item Number 4, subcommittee. Any
14 subcommittee meeting?

15 Mr. Chhan: There's no subcommittee meeting.

16 Mr. Var: Item number 5 financial report.
17 Are you going to present the financial report,
18 Mr. Director?

19 Mr. Chhan: Yes, Mr. Chairman, in place of
20 our chief financial officer.

21 Mr. Var: She's absent today.

22 Mr. Chhan: Well, thank you, Mr. Chairman.
23 As you see, that the operating statement for the
24 month of March is part of the package provided to the

1 Board for review.

2 As indicated in the report, the operating
3 fund is at 83 percent proration at this point and we
4 expect that to last until the end of June. The rent
5 across all four AMPs are over budget. The subsidies
6 remain under budget, which is a great thing.

7 Expenses across three AMPs of the four, of the four
8 AMPs are within budget. And throughout the month of
9 March the HUD, all of the expense, including the
10 utility and maintenance expense and other expense are
11 below budget estimate, which is a good thing.

12 And overall, all four AMPs remain revenue
13 producing for the month of March. And all four AMPs
14 have approximately -- not approximately, the exact
15 amount is \$29,000 in operating fund.

16 Now, the other project was multi-family, the
17 Concord River 6672-B, this program also revenue
18 producing, up to date. This program saw an increase
19 of operating gain of \$36,000 in March.

20 The rent and the subsidiary are both
21 exceeding the budget estimate. All expenses are at
22 or below budget estimate.

23 Now, our state property, however, the state
24 consolidating program has a net loss for the month of

1 March and due to the OPEB expense.

2 Our central office and the Section 8 office
3 also have a net loss through the month of March,
4 which is in line with the budget estimate that we
5 have in place before. And that's all I have to
6 report for the report for the financial component,
7 Mr. Chairman.

8 Mr. Var: Any question? Motion by
9 Commissioner Matt Marr, and second by Commissioner
10 Joanie Bernes. Approve roll call, please.

11 Mr. Chhan: Chairman Var.

12 Mr. Var: Yes.

13 Mr. Chhan: Commissioner Bernes.

14 Ms. Bernes: Yes.

15 Mr. Chhan: Commissioner Marr.

16 Mr. Marr: Yes.

17 Mr. Chhan: Vice Chair Elliot.

18 Three yeas, one absent. Motion carried.

19 Mr. Var: Item Number 6, report of chair. I
20 have nothing to report at the moment.

21 Item Number 7, report of the Executive
22 Director. Tha Chhan, the Executive Director will
23 present the chair

24 Mr. Chhan: Thank you, Mr. Chair. I have

1 two separate report today, really brief.

2 The first report is with respect to the
3 boiler replacement at the North Common Village. The
4 report -- to report previously, that the Lowell
5 Housing Authority applied for funding through the
6 city. City PG funding, and that has been approved.
7 And we received \$650,000 to replace the boiler at the
8 North Common Village. I am happy to report that the
9 boiler replacement will be complete and fully
10 functional by the end of May.

11 This is an enormous task taken on by the
12 Housing Authority. It's commercial boiler anyways.
13 Four of them. This would not have been possible
14 without the persistent effort of the management
15 director, Jonathan Goldfield and his team, the
16 facility and management director -- where are they?
17 Dennis Mercier and his team. Brian Dean, property
18 manager Amy Dalton and assistant property manager,
19 and I want to thank them for their commitment,
20 dedication and their hard work putting into this
21 project. Thank you guys for doing that. Really
22 appreciate that.

23 Report number two is with regard to the HUD
24 mandate. HUD required all housing authority in the

1 country to install smoke detectors to every -- in
2 every bedroom. Again, we report to the Board before
3 that we submit the application, applied for harbor
4 funding with the assistance of our general counsel,
5 Kevin Murphy. We received the funding for this
6 installation. We entered into a contract with Pine
7 Ridge Technology, Inc., and move forward with the
8 installation and anticipate to get that complete by
9 the end of September when we have to finish that.

10 That's all I have to report for today,
11 Mr. Chairman. Thank you.

12 Mr. Var: Any question? Motion by Joanie
13 Bernes and second by Commissioner Matt Marr. The
14 clerk will call the role.

15 Mr. Chhan: Chairman Var.

16 Mr. Var: Yes.

17 Mr. Chhan: Commissioner Bernes.

18 Ms. Bernes: Yes.

19 Mr. Chhan: Commissioner Marr.

20 Mr. Marr: Yes.

21 Mr. Chhan: Commissioner Elliott.

22 Three yeas, one absent. Motion carried.

23 Mr. Var: Item Number 7.1.1, motion to
24 approve contract award recommendation of Stewart

1 Electrical Contracting in the amount not to exceed
2 \$140,000. I would like to invite Rita to speak on
3 behalf of the motion, please.

4 Ms. Brousseau: Good evening.

5 Mr. Var: Good evening.

6 Ms. Brousseau: The Authority decided to go
7 out to bid for electrical services when our on staff
8 electricians can't do the job. Right now they're
9 very busy or there may be something that they can't
10 do. So we went out to bid for an on-call electrical
11 company to provide those services when needed.

12 I did receive -- I did receive three bids,
13 and the lowest bid was Stewart Electrical. They're a
14 company that's done some of the work here in the
15 Housing Authority for a while. They have all of the
16 licenses, they have master electricians and they were
17 the lowest price.

18 Mr. Var: Thank you, Rita. Any questions?

19 Motion by Commissioner Matt Marr and
20 seconded by Joanie Bernes. The clerk will call the
21 roll.

22 Mr. Chhan: Chairman Var.

23 Mr. Var: Yes.

24 Mr. Chhan: Commissioner Bernes.

1 Ms. Bernes: Yes.

2 Mr. Chhan: Commissioner Marr.

3 Mr. Marr: Yes.

4 Mr. Chhan: Vice Chair Elliott.

5 Three yes, one absent. Motion carried.

6 Mr. Var: Item Number 8, old business.

7 Mr. Chhan: There's no old business,

8 Mr. Chairman.

9 Mr. Var: Item Number 9, new business. Any
10 new business?

11 Mr. Chhan: No.

12 Mr. Var: Motion of the Board members.

13 Mr. Chhan: There's no motion of the Board
14 members.

15 Mr. Var: No?

16 Mr. Chhan: No.

17 Mr. Var: Any executive announcements.

18 Mr. Chhan: I have no announcements at this
19 time, Mr. Chairman.

20 Mr. Var: Number 10, motion to adjourn. Can
21 we set up the next meeting? When?

22 Mr. Chhan: The next meeting is June 12,
23 2024, at 5:00.

24 Mr. Var: Motion to adjourn. Thank you.

1 Mr. Chhan: Roll call.

2 Mr. Var: Motion by Joanie Bernes, seconded
3 by Matt Marr, motion to adjourn. Roll call, please.

4 Mr. Chhan: Chairman Var.

5 Mr. Var: Yes.

6 Mr. Chhan: Commissioner Bernes.

7 Ms. Bernes: Yes.

8 Mr. Chhan: Commissioner Marr.

9 Mr. Marr: Yes.

10 Mr. Chhan: Vice Chair Elliott.

11 Three yeas, one absent.

12 (Whereupon the Board of Commissioners
13 meeting adjourned at 5:17 p.m.)

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