



**WINTHROP HOUSING
AUTHORITY
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FRANK R. FERRARA
RICHARD D. HONAN
PETER T. GILL
PETER A. CAGGIANO
MARYLOU HEIGHTON
MARGARET TIERNAN LYONS, Executive Director

Regular Board Meeting

Meeting Date: February 27, 2023

CALL TO ORDER AT 7:00 PM by Chairman Frank Ferrara

Present: Peter T Gill, Frank R. Ferrara, Peter A. Caggiano,
Absent: Marylou Heighton, Richard D. Honan

Also present was Peg Tiernan Lyons, Executive Director. After Roll Call, a quorum was declared present and the Meeting was called to order by Chairman Ferrara

Public Comment: Carver Gardens resident John Morgan was preset, and had no comment at this time.

Minutes of the Regular meeting of January 30, 2023 were reviewed. Discussion. Motion to accept minutes was made by Peter T Gill. Discussion. Motion was seconded by Peter Caggiano. Members voted 3 to 0 with 2 absence to accept the motion, which passed unanimously

Financials:

The Disbursement record for the period January 20, 2023 through February 26, 2022 including bills totaling \$ 218,770.07 and were presented and reviewed by all members. After discussion, a motion was made by Peter Gill and seconded by Peter Caggiano to accept the bills with authorization as presented. All in favor. Members signed Disbursement record.

Members also signed disbursement checks to pay bills.

OLD BUSINESS:

DHCD Project #346112 Golden Drive Roadway and Curb Repairs

DHCD has authorized us to Advertise for Bids. Project, including all Alternates, is budgeted at \$322,000, through www.biddocsonline.com. BSC Group Christopher Thomas is overseeing project. Director Lyons placed Notice in CommBuys, and advertisement shall run in Winthrop Sun Transcript in compliance with Procurement laws. Bid opening is March 30, 2023, with a walk-through on March 14, 2023.

DHCD Work Order 346119 Flood Survey Sustainability Initiative

Data is being incorporated into CPS for future grant applications.

346117 Waterproof Patio 9 Golden 3rd floor Leaks

Architect Ray Guertin and his mason were on site to take measurements and conduct inspections of building. Schematic Design was submitted, and distributed to Board. Discussion of findings. Further study revealed holes in foundation, resulting in leaks shown in stairwell.

346118 667-3 Overlook Drive Stairway Repairs and Renovations

Carl Solander and Elaine Chan, Reverse Architecture engineers were on-site Feb 16, 2023 to investigate ledges and supports of Overlook Stairs, behind siding. The destructive testing and reconstruction is a reimbursable expense under their contract. No rotted wood or hidden damage was noted. Carl is getting samples of an alternate composite material that is sturdier than original for consideration.

346121 DHCD ARPA Project Targeted Fire Alarm Upgrade Project

DHCD Engineer Frank Bossi was at WHA on February 15, 2023 to inspect properties. He wrote a Work Order for design of fire alarm systems that will be considered by DHCD authorized engineering firms.

NEW BUSINESS:

346123 667-1 Viking Gardens Asphalt Shingle Roof Replacement, Selective Gutters

DHCD Architect David Cann sent work order to Reverse Architecture, Watertown, MA requesting design proposal and costs. Revised Submission was presented to Board Members for consideration. Director Lyons informed Board Reverse Architecture is also designer on Overlook Drive project, to our satisfaction.

Motion by Board Member Peter T Gill to accept Reverse Architecture as its designer for Viking Gardens' roof project, for their proposed fee of \$21, 000. Discussion. Seconded by Peter Caggiano. All in Favor. Chairman Frank Ferrara declares motion passes.

Board members also voted unanimously to authorize Executive Director Peg Tiernan Lyons to proceed with executing all documents, applications with DHCD necessary to complete design, construction documents, and procurement. Members will be requested to award contract, once project is bid, to lowest responsible contractor.

Town Trash Contract

At the invitation of Town Manager Tony Marino, Director Peg Lyons, Peter Caggiano and DPW Director Steve Calla met with the TM on February 22, 2023. The topic of discussion was primarily huge cost increases of the Town's Solid Waste contract, anticipated changes to Solid Waste Ordinances and impact on State Public Housing units through Winthrop Housing Authority.

WHA Board members reviewed and discussed the Legislative process that created affordable housing for low-income Senior Citizens, Veterans, Disabled persons and Low Income families. The Town of Winthrop successfully applied for millions of dollars for permanent affordable

housing apartments under MGL 121b. The State public housing units provide enormous benefit, financial and otherwise - to the citizens of Winthrop. The applications and agreements with the State (inclusive of Contracts for Financial Assistance) were discussed in public session through Town Meetings, signed by Selectmen and were in compliance with MGL's and the Acts of State Legislature. A material condition was specific that the Town would provide certain services and WHA, with State subsidy, would pay Water and Sewer fees (now average >\$94,000/quarter).

Director Lyons requests authorization from WHA Board to consider contributions to Town's solid waste program without violating the Town's PILOT Agreement with the State. It is incumbent that we consider ways to contribute to a solution of the Town's Solid Waste program that complies with PILOT and State regulations. Additional contributions to a revised, supportive WHA solid waste policy shall include Tenant education campaign towards proper recycling, use of Bulk Item Sticker purchases and participation in the anticipated \$3.00 per bag.

Director Lyons is requesting authorization to include payment to Town of Winthrop towards its solid waste program not to exceed \$20,000/year, commencing FY 2024. Mrs. Lyons talked about procurement compliance requirements, and the importance of working with our community, while servicing the needs of our elderly, disabled, Veterans and low income families.

Motion by Peter Gill authorizing Director Lyons to engage with Town of Winthrop with intention of creating a Memorandum of Understanding that shall have WHA funds towards its Solid Waste program. Department of Housing and Community Development shall be consulted for compliance with Regulations and budget guidelines. Discussion. Motion Seconded by Peter Caggiano Motion carries by a vote of 3 to 0 with 2 Absences.

Mrs Lyons forwarded this month's MassNAHRO Newsletter to all WHA Board Members. Our State Senator, Lydia Edwards, has been assigned Chair of Joint Committee on Housing.

Received an email from MassNAHRO regarding a collaboration of organizations seeking game-changing funding for public housing and our residents in the current legislative session. The group includes the Greater Boston Interfaith Organization (GBIO), Mass. Union of Public Housing Tenants (MassUnion) and the Citizens' Housing and Planning Association (CHAPA).

Information on GBIO was presented to Board, including upcoming advocacy efforts, should they wish to engage.

FY 2024 ANNUAL PLAN

Director Lyons completed work on 5 year Capital Improvement Plan that has been integrated into FY 2024 Annual Plan. All filing deadlines were met for the publication of FY 2024 Annual Plan. Notice has been posted in Town Clerk's Office and on Town Calendar; WHA web page has posted link to the Draft Annual Plan.

The status of AP-2024-Winthrop Housing Authorit-00794 has been changed to AP Posted. The draft AP is now available for public viewing at <https://tinyurl.com/LHA-MA-AnnualPlan>. The link is on the WHA's website. Copies of the AP must be distributed to LTOs and available for viewing in prominent locations in the LHA's offices and community spaces.

Public Hearing has been scheduled by WHA Board of on the 4th Monday of March 2022 : 3/27/2023 at 7:00 PM

Our CIP Includes application for Sustainability funds to replace Storm Doors on 200-1 properties. From Director Lyons submission: “WHA Goals include prioritizing a project to protect 200-1 Dev from increased storm surges identified by LHA and Flood Survey project 346119, incl sealing/replacing rusted bulkheads and replacing storm doors near waterfront marsh. Several projects are expected to bid and start soon, making necessary upgrades for resident safety (roadway, sidewalks, ADA ramps i.e.). Continue to evaluate/improve conditions of existing properties to ensure code compliant properties

PARKING POLICY

Pursuant to MGL 121B Section 32A. A housing authority may make reasonable rules and regulations for the use of parking areas under its control and may make reasonable charges for the use of such areas; provided, however, no housing authority shall charge its tenants for the use of any parking space within an area under its control. Any such authority shall have the power to tow any abandoned or unregistered vehicle which is parked in any area under their control. ...

Mrs Lyons presented Parking Policy for consideration of adoption.

Motion by Peter Gill to Adopt the Parking Policy for all WHA Property. Discussion. Seconded by Peter Caggiano. All in Favor

There being no further business, motion to adjourn was made by Peter Gill and seconded by Peter Caggiano at 8:30 PM. Meeting adjourned