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| 1. Call to Order | | |
| 2. Attendance–Roll Call: Chair C. Alfonso, J. Simmons, R. Manzone, G. Souza, T. Francis | | |
| 3. In person and zoom attendees | | |
| 4. Acceptance of the Minutes - Regular Meeting July 17, 2025 - Board vote | | Enclosure #1 |
| Special Meeting August 7, 2025 – Board vote | | Enclosure #2 |
| 5. Warrant & Operating Reports | | |
| Bills 07/18/2025 – 08/15/2025 | Board vote | Enclosure #3 |
| Bills 08/16/2025 – 08/21/2025 | Board vote | Enclosure #4 |
| Bills 08/22/2025 – 09/12/2025 | Board vote | Enclosure #5 |
| Bills 09/13/2025 – 09/18/2025 | Board vote | @Meeting |
| July Tenant Aging | Board vote | Enclosure #6 |
| August Tenant Aging | Board vote | Enclosure #7 |
| August Tenant Write Off – Eviction: | | |
| Court agreement to leave in July did not leave Write off rent and unreported income | Board vote | Enclosure #8 |
| Resident passed unexpectedly family emptied apartment in two weeks but did not have monthly rent. | Board vote | Enclosure #9 |
| July Breakdown of Vacancy Numbers & Timing – | Board vote | Enclosure #10 |
| August Breakdown of Vacancy Numbers & Timing – | Board vote | Enclosure #11 |
| July Utility Usage and Expense | Board vote | Enclosure #12 |
| August Utility Usage and Expense | Board vote | @Meeting |
| 6. Fenton and Ewald | | |
| July Financials | Board vote | Enclosure #13 |
| August Financials | Board vote | Enclosure #14 |
| 7. Old Business | | |
| A. Oxford Land 2.2 acres- Laura Shufelt (MHP) – Review Postpone to October meeting | | |
| B. Bus stop relocation and crosswalk – Spoke with Josh Crabb his meeting with SRTA postponed until September. | | |
| C. Smoking – Smoking policy update | Options | |
| | 1. Smoke Free | Enclosure #15 |
| | 2. Designated Smoking Area | Enclosure #16 |
| | 3. Designated Tobacco Use Only | Enclosure #17 |
| | Board vote on updated policy* if new policy voted on then Lease Addendum needs to be updated | |
| D. Security – On going | | |
| E. Pest Control – On going | | |
| F. CPC – applications for 2027 are due by 10/3/2025 | | |

Fairhaven Housing Authority
275 Main Street, Fairhaven, MA 02719 508-993-1144
Regular Meeting September 18, 2025 at 2:30 pm
Oxford Terrace - Community Room, 1st Floor, 275 Main St. Fhvn

***REMOTE - ZOOM LINK ***

<https://us06web.zoom.us/j/84103093009?pwd=P1w66d48eunWCqi2GYBiJcd0WRUYBL.1>

Meeting ID: 841 0309 3009 Passcode: 888485

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8. New Business –

- | | | |
|---|-----------------------------|----------------------|
| A. Alcohol policy for Fairhaven Housing Authority | Board vote | Enclosure #18 |
| B. Grievance Procedure/Policy – Update board members, staff and grievance officer | | |
| | Board vote | Enclosure #19 |
| C. Annual Plan FY 2026 Fairhaven Housing Authority | Board vote to accept | @Meeting |

9. Capital Improvement Updates:

Mod PHASE 667-3 #094069 – The General Contractor, with designer and EOHLIC, 9 month re-visit on August 19, 2025. All repairs done Thursday, August 21 and Friday August 22.

Brick Repointing 667-4 #094088 – Contractor started on Monday, June 9th.

Approve Change Order no cost time extension 21 days. **Board vote** **Enclosure #20**

Approve Payment application #1 total minus 5% retainage in the amount of \$62,527.21.

Board vote **Enclosure #21**

Walk thru on 8/18/2025 punch list.

Master Meter Designation 667-1 #094089 – Notice to Proceed was issued 10/16/24. Meeting with all parties, the infrastructure will not support this project. Designer to update plans, Eversource to review and then Fall River to submit costs of the change. No change order submitted

Oxford Terrace Fire Alarm Upgrade 667-3 #094091 – RCAT designer assigned John Murphy. Design has not been submitted to cap hub. Past due Sent an email to Project Manager asking where we are on this project.

Bathroom Exhaust Fans 667-5 #094093 – EOHLIC project. NO UPDATE

Window Replacement 667-5 #094094 – Lean has submitted the request to Eversource to replace the windows and to install air source heat pumps. March 5th, update is still pending. NO UPDATE

Hardwire smokes and Co's@Green Meadows II 667-2 #094095 – The designer John Murphy has been on site November 12, 2024 to review. Design has not been submitted to cap hub. Past due. Sent an email to Project Manager asking where we are on this project.

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Window Replacement 667-3 Oxford #094096 – Window replacement Oxford Terrace.

Keyless door entry installation Oxford Terrace 667-3 #094097. – Design has been submitted to EOHLIC. Rogue engineering & Design had a walk thru of any interested bidders on 9/2/25. Bids to be submitted by 9/19/2025.

10. **Tabled Items:**
11. **Items/Documents/Forms not anticipated:**
12. **Director's Report**
13. **Questions or Concerns of Commissioners – Director was informed at Mass NAIHRO conference that meetings are not required to be zoomed. Board vote**
14. **Future Agenda Items**
15. **Adjourn**

Janet E. Falone, E.D.