

Fairhaven Housing Authority  
275 Main Street, Fairhaven, MA 02719 508-993-1144  
**Regular Meeting April 16, 2026, at 2:30 pm**  
**Oxford Terrace - Computer Room, 2<sup>nd</sup> Floor, 275 Main St. Fhvn**

**AGENDA**

1. Call to Order
2. Attendance–Roll Call: Chair C. Alfonso, J. Simmons, R. Manzone, G. Souza, T. Francis
3. In person attendees
  
4. Acceptance of the Minutes - Regular Meeting March 19, 2026 Board Vote Enclosure #1  
Acceptance of the Minutes – Regular Meeting February 19, 2026 Board Vote
  
5. Warrant & Operating Reports
  - Bills 03/20//2026 – 04/10/2026 Board vote Enclosure #2
  - Bills 04/11/2026 – 04/16/2026 Board vote @Meeting
  - March Tenant Aging Board vote Enclosure #3
  - March Breakdown of Vacancy Numbers & Timing –Board vote Enclosure #4
  - March Utility Usage and Expense- Board vote @Meeting
  - Cash Summary Board vote Enclosure #5
  - Solar Board vote Enclosure #6
  
6. Fenton and Ewald
  - March Financials Board vote Enclosure #7
  - March Quarterly Reporting Board vote Enclosure #8
  - State Contract for Accounting Services Board vote Enclosure #9
  
7. Old Business
  - A. Security – On going
  - B. Pest Control - On going
  - C. Smoking – On going
  - D. Complaint Management System – submitted by resident Noah Brine, under review.
  - E. Oxford Land 2.2 acres –Laura Shufelt has the board questionnaire and will produce an RFP.
  
8. New Business None
  
9. Capital Improvement Updates:

**Master Meter Designation 667-1 #094089** – Notice to Proceed was issued 10/16/24. Work started onsite 10/1/2025 on the outside of the buildings. Workers back onsite 4/6/2026.

**Oxford Terrace Fire Alarm Upgrade 667-3 #094091** – RCAT designer assigned John Murphy. Design has been submitted. Final costs are estimated at \$204,743.00. Job out to bid, walk thru 3/6/2026. Bids due 3/18,2026. Waiting for John to finish references on lowest bidder. Waiting for town vote in May for CPC funding to be approved.

**Bathroom Exhaust Fans 667-5 #094093** – EOHLC project. EOHLC gave this project back to RCAT to manage. Kyle Moore has inquiries into the electrical load. Looking for electrical engineer to review.

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**Hardwire smokes and Co's@Green Meadows II 667-2 #094095** – The designer John Murphy has been on site November 12, 2024, to review. Past due.

**Window Replacement 667-3 Oxford #094096** – Window replacement Oxford Terrace, out for design. Request for CPC funding was submitted. Lowest bidder approved Vareika Construction. Waiting for Contract and NTP.

**Keyless door entry installation Oxford Terrace 667-3 #094097.** – Rogue engineering & Design had a kick off meeting at Oxford Terrace, Notice to Proceed was issued by the Executive Director. Setronics has been onsite to review what needs to be done. Setronics to be ordering materials. To be onsite 4/13/2026.

**Window Replacement 667-5 and 705 #094100** – EOHLIC designer (Julieta Barja) met with FHA December 2, 2025. A scope of work was submitted in cap hub for review. RGB submitted Design which came in at \$205,000.00 above the budget. Executive Director to submit a HILLAP application for additional funding. **Board vote for director to submit HILLAP application**

**Slider Replacement 667-3 #094101**- EOHLIC designer (Julieta Barja), designer met with FHA. RGB submitted schematic design to EOHLIC for review.

**Anthony Haven Lean Project**- All systems in and working with the exception of one unit, Gem will return with part.

**McGann Cottages - Lean Project** – Contractors have been out to the site to bid on air source heat pumps to be installed in cottages.

10. Tabled Items
11. Communications/Correspondence
12. Items/ Documents /Forms Not Anticipated
13. Director's Report
14. Future Agenda Items
15. Next Board Meeting Date
16. Questions or Concerns of Commissioners
17. Adjourn

*Janet E. Falone, E.D.*