

**Regular Meeting**

**June 12, 2025**

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman Stephen Domenicucci called the meeting to order at 6:35 p.m.

The meeting took place at the Brigham Circle Community Center, 6 Brigham Cir, Hudson, MA 01749.

Members Present: Stephen Domenicucci, Sarah Cressy, Christine Monteiro, Cynthia Janeiro-Ehlke, Christine Dimare

Members Absent: None

Others Present: Jaclyn Beaulieu, public attendees

The public hearing on the EOHLC Hudson Housing Authority Annual Plan for fiscal year 2026 was held.

The Annual Plan is intended to provide insight into the Authority's operations and plans for the coming fiscal year as they affect the Authority's state-aided public housing. Some of the elements of the Plan are: proposed 5-year capital plan, proposed maintenance and repair plan, current operating budget, responses to any Performance Management Review (PMR) findings, a list of housing authority policies, and a list of waivers from EOHLC.

Director Beaulieu presented the Plan. The 5-year capital plan prioritizes a development-wide common area flooring replacement project, a site work and paving project, and a power washing/painting/shutter replacement development-wide, all at Brigham Circle. We are currently working on a 2<sup>nd</sup> floor bathroom upgrade at our 689 property at 49 Washington St, and are prioritizing a back deck rehab and new shed project at our other 689 property at 8 Irving St. The 5-year capital plan is updated yearly as priorities and funding changes.

The other elements of the plan were also reviewed. There were no PMR findings for FY25. The current policy list was reviewed. The only waiver we currently have from EOHLC for public housing is for biennial recertifications.

There were no public comments made at this public hearing.

Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve the EOHLC Hudson Housing Authority Annual Plan for FY26, as presented.

Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve the minutes of the May 8, 2025 regular meeting, as presented.

Upon a motion by Sarah Cressy, duly seconded by Christine Monteiro, the Board voted UNANIMOUSLY 5-0 to approve the minutes of the May 15, 2025 special joint meeting with the Assabet Valley Affordable Housing, Inc.

The Board reviewed the 10/1/24 through 4/30/25 budget comparative report. Upon a motion by Sarah

Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve the 10/1/24 through 4/30/25 budget comparative report, as presented.

Commissioners reviewed the Accounts Payable report for May 2025. Upon a motion by Cythia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to approve the Accounts Payable report for May 2025, as presented.

Commissioners reviewed the Warrant to Transfer Funds for May 2025, Payroll Warrants May 2025, and the Housing Assistance Payments Warrants for May 2025 and June 2025. Chairman Domenicucci signed the warrants.

Project 667-2 Brigham Cir ARPA Fed Pacific Replacement and Fire Alarm Upgrade (FISH #141073)  
The permit fees for the building permits totaling \$11,858 for this project were waived by the Hudson Select Board. We can now move forward with final inspections and closing out the permits, as well as closing out the project with a Certificate of Substantial Completion (CSC) and Certificate of Final Completion (CFC). Upon a motion by Christine Monteiro, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to approve the Certificate of Substantial Completion (CSC), as presented.

Project 667-1&2 Brigham Circle Common Area Floor Replacement (FISH 141420)  
The bid deadline for this project was extended to June 11, 2025 at 12:00 p.m. We received 5 total bids on the project, however, it appears the low bid may be rejected by EOHLC. We have limited information at this point, as the bid just closed yesterday. Director Beaulieu to report back at the next meeting.

Project MA091-1 Norma Oliver Village Community Center Generator  
A kick-off meeting was held and Notice to Proceed was issued to Smithi Electrical on June 9, 2025.

Project 689: 49 Washington Street 2<sup>nd</sup> Floor bathroom upgrade (FISH 141421)  
Submittals from the contractor are under review by the designer.

The Board reviewed Amendment #12 to the Contract for Financial Assistance (CFA) 5001 with EOHLC. Upon a motion by Sarah Cressy, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to adopt Amendment #12 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$261,000.00, funding FISH 141420 – Replace Common area flooring 667-1&2, and extends contract dates of service through June 30, 2028.

Some provisions of HOTMA are effective as of July 1, 2025 and must be adopted into our federal housing policies.

Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to adopt the amendment to the Admissions and Continued Occupancy Policy (ACOP) to include HOTMA provisions effective July 1, 2025, as presented.

Upon a motion by Cynthia Janeiro-Ehlke, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 5-0 to adopt the amendment to the Section 8 Administrative Plan to include HOTMA provisions effective July 1, 2025, as presented.

The Board noted the HUD FY25 capital funding award of \$247,544.

The Board noted receipt of the final FY24 Federal Single Audit and the FY24 state Agreed Upon Procedures (AUP) audit of the Hudson Housing Authority. Both audits resulted in no findings. Both audits have been submitted to the appropriate oversight agencies, and the town of Hudson.

The Board noted receipt of the draft Hudson Housing Authority [federal] 5-Year Plan ahead of the public hearing scheduled on July 10, 2025.

Other Business:

There were no comments from public attendees on agenda items.

The next HHA meeting will take place on Thursday, July 10, 2025 at the Norma Oliver Village community center and will include the public hearing for the federal HHA 5-Year Plan.

There was no executive session.

Upon a motion by Sarah Cressy, duly seconded by Cynthia Janeiro-Ehlke, the Board voted UNANIMOUSLY 5-0 to adjourn at 7:55 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'JAB', is written over the printed name of the secretary.

Jaclyn A. Beaulieu, Secretary

