

Regular Meeting

December 11, 2025

At a regular meeting of the Hudson Housing Authority Board of Commissioners, Chairman Stephen Domenicucci called the meeting to order at 6:37 p.m.

The meeting took place at the Norma Oliver Village Community Center, 4 Glen Road, Hudson, MA 01749.

Members Present: Stephen Domenicucci, Christine Dimare, Christine Monteiro
Members Absent: Sarah Cressy, Cynthia Janeiro-Ehlke
Others Present: Jaclyn Beaulieu, public attendees

Upon a motion by Stephen Domenicucci, duly seconded by Christine Monteiro, the Board voted UNANIMOUSLY 3-0 to approve the minutes of the November 13, 2025 regular meeting, as presented.

The Board reviewed the 10/1/25 through 10/31/25 budget comparative report. Upon a motion by Stephen Domenicucci, duly seconded by Christine Monteiro, the Board voted UNANIMOUSLY 3-0 to approve the 10/1/25 through 10/31/25 budget comparative report, as presented.

Upon a motion by Stephen Domenicucci, duly seconded by Christine Monteiro, the Board voted UNANIMOUSLY 3-0 to approve the November 2025 accounts payable report, as presented.

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

Project 667-1&2 Brigham Circle Common Area Floor Replacement (FISH 141420)

The rubber flooring still has not been delivered to the contractor by the manufacturer, which has stalled progress on construction. There was no work on site this week. Product is hopefully going to arrive next week and we can resume construction.

Project 667-1&2 Brigham Circle Site Work and Paving (FISH 141416)

Allen & Major Associates continues to work on the design phase of this project.

Project 667-1&2 Brigham Circle Hot Water Heater Replacement (FISH 141423)

Rogue Engineering and Design was submitted on December 2 and approved by EOHLC on December 4. We are now waiting on final construction documents to go out to bid.

Project MA091-1 Norma Oliver Village Community Center Generator

The generator has been installed at the site and we are waiting on final hookups for the gas.

Project 689: 49 Washington Street Side Ramp Upgrade (FISH 141426)

EOHLC approved the submitted design for this project and Vance Architects is currently working on final construction documents to get this project out to bid.

The renewal of our state programs and property insurance with Brown & Brown Insurance Services, Inc. for Property, Boiler & Machinery Insurance and Crime Insurance is due for renewal. The rate this

year is \$292 per door. Upon a motion by Stephen Domenicucci, duly seconded by Christine Monteiro, the Board voted UNANIMOUSLY 3-0 to approve payment to Brown & Brown Insurance Services, Inc. for state-aided property insurance for period 11/17/25 through 11/16/26 in the amount of \$41,464.00.

New this year to the state property insurance program, EOHLC has asked each participating housing authority to complete a participation agreement reviewing the terms of the state-aided property insurance program. Upon a motion by Stephen Domenicucci, duly seconded by Christine Monteiro, the Board voted UNANIMOUSLY 3-0 to enter into the Participation Agreement with EOHLC for the Massachusetts State-Aided Property Insurance Program, and to authorize Chairman Domenicucci and Executive Director Beaulieu to sign the Agreement on HHA's behalf.

Upon a motion by Stephen Domenicucci, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 3-0 to approve the annual clothing allowance payment payable to three full-time maintenance staff members, in the amount of \$500.00 each.

With cold and flu season and inclement weather upon us, and to see if virtual meetings garner more resident participation, the Board discussed moving regular meetings to a virtual platform on a trial basis for the next few months. Upon a motion by Stephen Domenicucci, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 3-0 to move regular HHA meetings to the virtual Zoom platform immediately and until at least March 2026.

The Board continued discussion on the Norma Oliver Village Smoke Free Policy. Director Beaulieu presented a map of the property that included notes and recommendations on possible smoke-friendly areas of the property. The property is setup in such a way that designated smoking areas would be difficult to label, maintain, and enforce. Director Beaulieu recommended looking into creating a new accessible patio area, with better screening and plantings, that would be compliant with the current Smoke Free Policy as a smoke-friendly area, but not be labeled as a "designated" smoking area. The Board asked Director Beaulieu to look into the feasibility of this project and get an estimated cost.

Other Business:

Public attendee feedback was received.

Resident F. Ryan thought the new patio area sounded like a great idea.

The next meeting will take place on Thursday, January 29, 2025 at 6:30 p.m. VIRTUALLY on Zoom. There will be no February meeting unless emergent business arises.

There was no executive session.

Upon a motion by Stephen Domenicucci, duly seconded by Christine Dimare, the Board voted UNANIMOUSLY 3-0 to adjourn at 7:23 p.m.

Respectfully submitted,

Jaclyn A. Beaulieu, Secretary

