

FALMOUTH HOUSING AUTHORITY COMMISSIONERS REGULAR SESSION BOARD  
MEETING MINUTES

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The Falmouth Housing Authority conducted an Executive and General Session Commissioners Board Meeting(s) on Monday, February 12, 2024. The general session began at 4:30 p.m. and went immediately into the Executive Session. The Executive Session adjourned and returned to the General Session. The Board did its best to adhere to posted time frames, but times may vary. The meeting(s) were held via a virtual meeting pursuant to Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law dated March 12, 2020; extended to 2025. The public were invited to join in the general session meeting by going to:

Link: <https://us02web.zoom.us/j/82250358059> Meeting ID: 822 5035 8059  
Audio Access: 1-646-558-8656 Meeting ID: 822 5035 8059

MEMBERS PRESENT: Stephen Patton  
Patricia Favulli (logged out at 4:54 p.m.)  
Michael Galasso  
Kathleen Haynes

STAFF PRESENT:  
Bobbi Richards, Executive Director  
Leslie Pearce, Assistant Direct  
Chuck Starr, Fiscal Officer

OTHERS PRESENT: Laura Bancroft, Patricia Herlihy (Service Coordinator), Deborah Labadini, Maureen McIver (Recording Secretary)

OPEN SESSION

At 4:36 p.m. Steve Patton called the meeting to order.

Resolution 2024-103

At 4:36 p.m. Kathleen Haynes moved to go to executive session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares. To be discussed: Employee incident(s) and policies that may be required as a result.

Patricia Favulli seconded.  
A roll call vote was taken:  
Steve Patton -aye  
Patricia Favulli – aye  
Michael Galasso-aye

Kathleen Haynes-aye  
4 Ayes (Patton, Favulli, Galasso, Haynes) 0-Nays MOTION CARRIED

#### OPEN SESSION

The commissioners returned to open session at 5:46 p.m.

#### -Recognition, Announcements and Public Comments

Bobbi Richards recognized Leslie Pearce for taking the helm as she recovers from surgery.

#### Items requiring discussion and vote:

Minutes of General Session of January 22, 2024 – vote

Tabled

#### -Electrician contract, 3 years – Robert Fales – vote

Bobbi Richards reported that the FHA had been working with Bob Fales as a vendor for several years on an per call basis. He has pulled permits with the Town for the FHA.

Michael Galasso noted that FHA should be named as an additional insured on all vendor contracts moving forward; Bobbi Richards will revise its process to request this addition on current and future contracts.

#### Resolution 2024-105

Michael Galasso moved to approve a 3-year electrical services contract with Robert Fales.

Kathleen Haynes seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Kathleen Haynes-aye

3 Ayes (Patton, Galasso, Haynes) 0-Nays MOTION CARRIED

#### -Appeal – Reimbursement of purchased hood fan – vote

Tricia Herlihy and Deborah Labadini appeared to appeal an issue previously voted by the board.

Several months ago, Deborah Labadini had request reimbursement for a cooking hood fan that she purchased in 2016. This day, Deborah Labadini presented photos and presented her case again.

#### Resolution

Steve Patton called for a motion to reconsider the case.

Hearing none, the original vote of the board on this matter stood.

#### -Project-based contract – 20 years – Cape Cod Apts – vote

The challenge to the vote is that two of the four commissioners have a conflict of interest. In similar circumstances, the state has provided language to address the situation.

#### -HAP payments – vote

A software glitch occurred and HAP payments were not generated.

Bobbi Richards reviewed some costs from evictions that were recently sustained. The eviction at 189 Old Barnstable Road has cost over \$12,000. More evictions are being sent to legal. If people are institutionalized, complications may occur. Cases can take 3-6 months to reach the courts.

Steve Patton asked for a review of funding sources for cases like these. The CPA may have some funding.

-Monthly bills – vote  
See above.

-Executive Director review of portfolio-staff trainings, administrative property reviews, Wi-Fi initiative, small contract awards – vote  
Bobbi Richards noted that all are excited about the carpet replacement in Harborview which begins on March 25<sup>th</sup>. Additionally, 40 windows are being replaced in this building.

#### Resolution 2024-106

Kathleen Haynes moved to approve the Executive Director's report.

Michael Galasso seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Kathleen Haynes-aye

3 Ayes (Patton, Galasso, Haynes) 0-Nays

MOTION CARRIED

-Commissioners Training – required training (EOHLC) compliance & other trainings  
Bobbi Richards noted that the FHA can pay for commissioners' trainings if they are interested in attending trainings. She will check to see if other trainings may be done in lieu of the EOHLC training.

-Financials and public aging reports  
Reviewed.

-Leased housing report for February 2024  
Reviewed.

-Maintenance department review of portfolio – unit turns, projects, procurement  
There were 2 tenant deaths since the last report.

#### Resolution 2024-107

At 5:27 p.m. Kathleen Haynes moved to adjourn.

Michael Galasso seconded.

A roll call vote was taken:

Steve Patton -aye

Michael Galasso-aye

Kathleen Haynes-aye

3 Ayes (Patton, Galasso, Haynes) 0-Nays  
MOTION CARRIED

Relevant Documents

Electrician Contract, Deborah Labadini documents, Executive Director's Report, Financials and public aging reports, Leased housing report for February 2024, Maintenance department review of portfolio