

FALMOUTH HOUSING AUTHORITY BOARD OF COMMISSIONERS
GENERAL SESSION MEETING MINUTES
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Wednesday, June 24, 2026- Virtual Meeting

Zoom Access:

Two Ways to Join the Session

Go to www.zoom.com and click “join” and enter the Meeting ID

Zoom Access:

Join Zoom Meeting: <https://us02web.zoom.us/j/84111835164>

Meeting ID: 841 1183 5164 Audio Dial-In: 1-646-558-8656

The General Session Meeting of the Board of Commissioners was held on Wednesday, June 24, 2026 at 4:30 p.m. The Board did its best to adhere to posted time frames, but times may have varied. This meeting was conducted virtually in accordance with the Governor’s order suspending certain provisions of the Open Meeting Law, originally dated March 12, 2020 and extended through 2027.

MEMBERS PRESENT: Stephen Patton, Chair
Patricia Favulli (arrived at 4:32 p.m.)
Kathleen Haynes
Hannah Vanderscheuren
Joseph Lemay

STAFF PRESENT: Bobbi Richards - Executive Director
MaryEllen Monty - Assistant Director
Benjamin Anako - Fiscal Officer
Kevin Donovan - Maintenance Superintendent
Emma Montville - Tenant Selector

OTHERS PRESENT: Maureen McIver -Independent Recording Secretary

Call To Order

At 4:30 p.m. Chair Stephen Patton called the meeting to order noting a quorum of Hannah Vanderscheuren, Kathleen Haynes, and himself. Though Joseph Lemor was present it was not known until the end of the meeting that he was a new commissioner that had been sworn in on the Wednesday morning of the meeting.

Public Comments – Welcome to the Newly Elected Commissioners; Thanks for their years of service discussed for Michael Galasso and Patricia Favulli. Hannah Vanderscheuren has been sworn in.

Approval of the Minutes - Vote

a. Executive Session Minutes of May 27, 2026

Resolution 2026-114

Kathleen Haynes moved to accept and release the Executive Session Minutes of May 27, 2026.

Stephen Patton seconded.

A roll call vote was taken:

Stephen Patton-aye

Kathleen Haynes-aye

2-Ayes (Patton, Haynes)

0-Nays

MOTION CARRIED

b. General Session Minutes of May 27, 2026

Resolution 2026-115

Kathleen Haynes moved to accept the General Session Minutes of May 27, 2026.

Stephen Patton seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

3-Ayes (Patton, Favulli, Haynes)

0-Nays

MOTION CARRIED

Reports of Officers

a. Report of the Fiscal Officer

i. Approval of HAP Payments and AP Payments – Two votes required

Resolution 2026-116

Kathleen Haynes moved to accept the HAP payments of May 22, 2026. Patricia Favulli seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

Hannah Vanderscheuren-aye

4-Ayes (Patton, Haynes, Favulli, Vanderscheuren)

0-Nays

MOTION CARRIED

Resolution 2026-117

Kathleen Haynes moved to accept the AP payments from May, 2026. Patricia Favulli seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

Hannah Vanderscheuren-aye

4-Ayes (Patton, Haynes, Favulli, Vanderscheuren)

0-Nays

MOTION CARRIED

ii. Review of Public Housing Aging Report

Stephen Patton inquired about which landlords provided the most units for FHA participants. Falmouth Housing Corporation provides many units under several names and Cape Cod Apartments provides many units as well.

b. Assistant Director's Report on the Leased Housing Report and collections to date
MaryEllen Monty reported that there were only a couple of vacant units, collections have been brought in, and payments are largely being submitted on time. Stephen Patton asked if there were many turnovers in the project-based programs. MaryEllen Monty said that there were and detailed the procedures for filling vacancies.

c. Executive Director's Items, Correspondence & Activities Report – Vote

i. EOHLIC policies:

1. Fair Housing Plan
2. Language Access Plan (No changes)
3. Reasonable Accommodation Plan (No changes)

Bobbi Richards explained that the plans are updated annually with new numbers when they become available from the state census. The three items may be addressed with one vote.

Resolution 2026-118

Kathleen Haynes moved to approve the Fair Housing Plan, the Language Access Plan, and the Reasonable Accommodation Plan as presented on June 24, 2026.

Patricia Favulli seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

Hannah Vanderscheuren-aye

4-Ayes (Patton, Haynes, Favulli, Vanderscheuren)

0-Nays

MOTION CARRIED

ii. Comcast/Xfinity Bulk Cable Rate Adjustment

Bobbi Richards explained that the FHA presently provides a very discounted basic internet service for \$29.20 plus tax. Under HUD rules, participants may opt out. Bobbi Richards will check to see if this will affect the offer from Xfinity. She asked for a not-to-exceed vote to cover a three-year contract.

Resolution 2026-119

Patricia Favulli moved to approve a contract with Comcast/Xfinity which includes the following: not to exceed \$35 per unit for the period of 7/1/2026 to 6/30/2027, not to exceed \$37 per unit for the period of 7/1/2027 to 6/30/2028, and not to exceed \$39 per unit for the period of 7/1/2028 to 6/30/2029.

Kathleen Haynes seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

Hannah Vanderscheuren-aye

4-Ayes (Patton, Haynes, Favulli, Vanderscheuren)

0-Nays

MOTION CARRIED

iii. Board approval to submit application to HUD Emergency Grant-Detectors, Pipe replacement
Bobbi Richards noted the previously successful application for a grant to replace Harborview
piping. She plans to submit this grant soon.

Resolution 2026-120

Kathleen Haynes moved to approve submission of the emergency grant to HUD for pipe
replacement at Tatakot and detectors. Patricia Favulli seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

Hannah Vanderscheuren-aye

4-Ayes (Patton, Haynes, Favulli, Vanderscheuren)

0-Nays

MOTION CARRIED

iv. CFA 5001 Amendment #15 (State Capital Funding / Forward Funding Authorization)

Resolution 2026-121

Patricia Favulli moved to accept EOHLC funding, CFA 5001 Amendment #15 as presented.

Kathleen Haynes seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

Hannah Vanderscheuren-aye

4-Ayes (Patton, Haynes, Favulli, Vanderscheuren)

0-Nays

MOTION CARRIED

v. HUD Administrative (HCV) Plan Amendments:

1. Reinstatement Policy for Families Terminated Due to Insufficient Funding

2. Cost-Neutral Moves Policy

3. Authorization to Utilize HCV Administrative Fee Reserves for HAP Shortfall

Purposes (Maximum \$150,000)

Bobbi Richards reported that she met with HUD on Monday. Teresa Ewald was also on the call.
With a 3-5% cut proposed, ways to deal with a shortfall were proposed. HUD identified attrition
as the main strategy but also proposed more drastic solutions. Bobbi Richards thought that the
situation can be resolved through attrition and she asked for one vote to approve the three
policies proposed to mitigate the shortfall that is anticipated to occur for December 2026 funding
cycle.

Resolution 2026-122

Stephen Patton moved to accept the Reinstatement Policy for Families Terminated Due to
Insufficient Funding, the Cost-Neutral Moves Policy, and the Authorization to Utilize HCV
Administrative Fee Reserves for HAP Shortfall Purposes (Maximum \$150,000) Policy as
discussed. Patricia Favulli seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

Hannah Vanderscheuren-aye

4-Ayes (Patton, Haynes, Favulli, Vanderscheuren)

0-Nays

MOTION CARRIED

4. Annual Insurance Renewals: Board of Commissioners Liability, Employment Practices, Fiduciary Liability and Workplace Violence Coverage; flood; general liability; property; Auto; Cyber. Bobbi Richards said that the insurance renewal proposal seemed reasonable with a minimal increase from the previous year.

Resolution 2026-123

Kathleen Haynes moved to accept the proposal for insurance renewal. Hannah Vanderscheuren seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

Hannah Vanderscheuren-aye

4-Ayes (Patton, Haynes, Favulli, Vanderscheuren)

0-Nays

MOTION CARRIED

vi. Other activities in report: Update regarding HUD shortfall prevention measures, Housing Choice Voucher and Mainstream program administration, proposed Administrative Plan and Fair Housing Plan amendments, capital improvement and modernization projects, CAPHub transition for minutes, board meeting attendance and projects; state and federal funding opportunities, staffing and departmental operations, resident services activities, Board governance matters, insurance and risk management, regulatory compliance, training activities, temporary assistance, and other significant matters affecting the Falmouth Housing Authority. Bobbi Richards highlighted several items from the Executive Director's report.

Report of Maintenance Department and Projects – Discussion on vacant units requiring unit turns and ongoing/upcoming projects

Salt Sea windows are all in; finish work is underway.

42 Jamie Lane will be vacated on 6/30 per court order.

123 Maravista is being renovated under a new EOHLC program. A vacant unit task force located in Taunton has been sending vendors to work on the property. Bobbi Richards sent a note to EOHLC inquiring if it would be more efficient to send funds directly to housing authorities where local vendors would not incur travel time and bridge trips.

VII. Future Meeting Date and Agenda Items

a. Next Meeting Date for July 22, 2026; includes a public hearing for the state properties

b. Chair requested reported of landlords that had various types of programs under 1 or more business names.

Adjournment

Resolution 2026-124

At 5:23 p.m. Kathleen Haynes moved to adjourn. Patricia Favulli seconded.

A roll call vote was taken:

Stephen Patton-aye

Patricia Favulli-aye

Kathleen Haynes-aye

Hannah Vanderscheuren-aye

Joseph Lemay-aye

5-Ayes (Patton, Favulli, Haynes, Lemay, Vanderscheuren) 0-Nays

MOTION CARRIED

Relevant Documents

Executive Session Minutes of 5/27/26

General Session Minutes of 5/27/26

Executive Director's Report of Correspondence and Activities

Administrative Plan Amendments (3) for HUD Shortfall Management and Program Preservation:

1. Reinstatement Policy for Families Terminated Due to Insufficient Funding
2. Cost-Neutral Moves Policy
3. Authorization to Utilize HCV Administrative Fee Reserves for HAP Shortfall Purposes

Authorization to Apply for HUD Emergency Capital Funding

EOHLC – Language Access Plan Policy

EOHLC – Race & Ethnicity Fair Housing Report for FHA Programs (667 and 705)

EOHLC – Reasonable Accommodations Policy

HUD PIH Notice 2026-12 HUD HCV Final Funding FY2026

HUD PIH Notice 2026-12 Implementation of the Federal Fiscal Year (FFY) 2026 Funding Provisions

Comcast/Xfinity Bulk Contract Rate Contracts – 3 year term

Monthly Leased Housing Report

Unoccupied units report

Insurance renewals through The Baldwin Group (Rogers & Gray)

Accounts Payable Report for May 2026

Housing Assistance Payments for May 2026

Tenant Aging Reports for Public Housing for May 2026