

**WALPOLE HOUSING AUTHORITY
REGULAR MEETING
April 05, 2021**

The meeting, held in the Community Room, 8 Diamond Pond Terrace and remotely at GoToMeeting, was called to order by Chairperson Peter Betro at 6:05 pm.

PRESENT Peter Betro
Margaret O’Neil Remote, joining the meeting at 6:10 pm
Joseph F. Doyle, Jr. Remote
Michael Teeley Remote

ABSENT:

ALSO PRESENT: Denise Landry, Executive Director/Secretary

THE MINUTES OF MARCH 01, 2021 REGULAR MEETING

- **Motion:** By Michael Teeley to approve the Minutes of March 01, 2021 Regular Meeting.
- **Seconded:** By Peter Betro.
- **Voted: 2-0-1:** To approve the Minutes of March 01, 2021 Regular Meeting. Member Joseph Doyle Jr. abstaining from the vote, as he was not present at March Regular Meeting.

TREASURER'S REPORT FEBRUARY 28, 2021

Upon a motion duly made by Michael Teeley and seconded by Joseph F. Doyle, Jr., it was unanimously,

- **Voted: 3-0-0:** To approve the February 28, 2021 Treasurer’s Report as presented.

Member Margaret O’Neil joining the Meeting remotely.

BILLS FOR PAYMENT

Upon a motion duly made by Joseph F. Doyle, Jr., and seconded by Margaret O’Neil, it was unanimously,

- **Voted: 4-0-0:** To approve the attached list of bills for payment dated:
03-15-2021 03-25-2021 04-05-2021

MAINTENANCE

Executive Director provided project updates.

NEW BUSINESS

FY 2021 Section 8 HCVP Income Limits

FY 2021 Income Limit Area	Median Family Income Explanation	FY 2021 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area	\$120,800	Very Low (50%) Income Limits (\$) Explanation	47,000	53,700	60,400	67,100	72,500	77,850	83,250	88,600
		Extremely Low Income Limits (\$)* Explanation	28,200	32,200	36,250	40,250	43,500	46,700	49,950	53,150
		Low (80%) Income Limits (\$) Explanation	70,750	80,850	90,950	101,050	109,150	117,250	125,350	133,400

NOTE: Walpole town is part of the **Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area**, so all information presented here applies to all of the **Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area**. HUD generally uses the Office of Management and Budget (OMB) area definitions in the calculation of income limit program parameters. However, to ensure that program parameters do not vary significantly due to area definition changes, HUD has used custom geographic definitions for the **Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area**.

FY 2021 Section 8 HCVP Income Limits – Continued -

Income limits are one criterion used to determine applicant eligibility to participate in the Section 8 Housing Choice Voucher Program.

The income range used to determine an applicant’s program eligibility extends from a targeted applicant income of extremely low income up to a maximum income threshold of very low income adjusted for the applicant’s household size.

The Department of Housing and Urban Development (HUD) re-determines federal income limits annually. These limits derive from a calculation based upon HUD’s estimated median family income for the Town of Walpole, which belongs to the designated metropolitan FMR area of Boston-Cambridge-Quincy, MA-NH. See **FY 2021 Income Limits Summary Chart above.**

Upon review the following was brought forward:

- **Motion:** By Joseph F. Doyle, Jr. to approve FY 2021 Income Limits for the Section 8 Housing choice Voucher Program as provided by Department of Housing & Urban Development (HUD), effective 04-01-2021.
- **Seconded:** By Margaret O’Neil.
- **Voted: 4-0-0:** To approve FY 2021 Income Limits for the Section 8 Housing choice Voucher Program as provided by Department of Housing & Urban Development (HUD), effective 04-01-2021.

Labor & Workforce Development Wage Rates

Executive Office of Labor & Workforce Development, Department of Labor Standards, has issued minimum wage rates for Maintenance Staff by classification through correspondence received March 10, 2021. EOLWD sets the minimum wage rate for Maintenance Staff effective April 01, 2021 in accordance with the provisions of M.G.L. Ch. 121B, s. 29. A summary of the rate change by position/classification for each budgeted Walpole HA maintenance positions is as follows:

Housing Authority Job Title	2020 WHA Current Rate (per hour)	2021 DLWD Min. Rate 04-01-2021	\$ Increase 04-01-2021	% Increase 04-01-2021
Maintenance Supervisor Working	30.13	30.58	.45	1.49%
Groundskeeper/Custodian/Mechanic 1/Laborer-FT	26.77	27.26	.49	1.83%
Groundskeeper/Custodian/Mechanic11-PT	20.83	21.20	.37	1.78%

Upon review the following was brought forward:

- **Motion:** By Joseph F. Doyle, Jr. to approve and adopt the new minimum wage rate, as determined by the Executive Office of Labor & Workforce Development, Department of Labor Standards, for each Walpole HA maintenance staff position effective 04-01-2021.
- **Seconded:** By Margaret O’Neil.
- **Voted: 4-0-0:** To approve and adopt the new minimum wage rate, as determined by the Executive Office of Labor & Workforce Development, Department of Labor Standards, for each Walpole HA maintenance staff position effective 04-01-2021.

Project #314062: 167-1 Pemberton Street Decking Replacement Project Low Bid Approval

GC E-Bid : List of bids received 04/01/21 02:00 PM DHCD#314062 Decking Replacement 842446

Company	Bid Price (Whole Dollar) ▾
BuildEx Construction Inc, P.O. BOX 491,West Springfield, MA 01090	\$13,900.00
FRG CONTRACTOR CORP., 40 Oliver St,Everett, MA 02149	\$13,950.00
ABAX Contracting LLC, 100 E 6th St,Dracut, MA 01826	\$13,950.00
JStaightline Construction Inc., 18 Catalpa Circle,Worcester, MA 01603	\$15,880.00
Ds construction, 90 Deerfield rd,Mashpee, MA 02649	\$17,000.00

The project consists of the removal and replacement of the existing deteriorated decking floor and stair risers at 167-1 Pemberton St.

Bidding closed for Project #314062, 167-1 Pemberton Street Decking Replacement Project on April 01, 2021.

The Bid Tabulation and Regional Capital Assistance Team (RCAT) Bid Recommendation Letter were presented to the Board for review.

The Design Construction Estimate for the project at time of bidding was \$16,200.00.

The low Bidder is BuildEx Construction Inc. for \$13,900.00.

RCAT Project Manager, Greg Caswell, has checked the references for BuildEx Construction Inc., found them to be satisfactory, and recommends that the bid be awarded to BuildEx Construction Inc.

The project expense is allocated to set aside Department of Mental Health (DMH) Formula Funding Award monies.

Upon review the following was brought forward:

- **Motion:** By Michael Teeley to find BuildEx Construction Inc., the eligible responsible low bidder for Project #314062, 167-1 Pemberton Street Decking Replacement Project and to award contract for \$13,900.00. The Executive Director will serve as Contract Administrator for the Project.
- **Seconded:** By Joseph F. Doyle, Jr.
- **Voted: 4-0-0:** To find BuildEx Construction Inc., the eligible responsible low bidder for Project #314062, 167-1 Pemberton Street Decking Replacement Project and to award contract for \$13,900.00. The Executive Director will serve as Contract Administrator for the Project.

Walpole CFA 5001 Amendment 10 - FY2024 Formula Funding Award and Asbestos Awards

This Agenda item will be held for review at next Regular Meeting.

UNFINISHED BUSINESS

314056.Designer Letter of Recommendation.03.02.21

The Board determined Eagle Eyes Contractor Inc., as the eligible responsible low bidder for #314056, 667-1 Neponset View Terrace Common Hallway Ceiling Repairs Project and voted to award contract to Eagle Eyes Contractor, Inc. for \$63,200.00 contingent upon the reference check and recommendation of Project Designer, Edward Rowse Architects at March Regular Meeting.

Project Manager, Elizabeth Jackson, Edward Rowse Architects, has completed the review and provided a letter of recommendation to award contract to Eagle Eyes Contractor Inc. A copy is enclosed in April Meeting Packet.

DIRECTOR'S REPORT

Executive Director presented April Director's Report.

CORRESPONDENCE

No correspondence acted upon at this time.

There being no further items to discuss, the following was brought forward:

- **Motion:** To adjourn made by Joseph F. Doyle, Jr.
- **Seconded:** By Margaret O'Neil.
- **Voted: 4-0-0:** To adjourn.

Meeting adjourned 6:55 pm.

Secretary/Executive Director