



HANSON HOUSING AUTHORITY

80 Meeting House Lane, Hanson, MA 02341

BOARD OF COMMISSIONERS MINUTES, May 8, 2025

A Regular Meeting of the Hanson Housing Authority was duly called and held on Thursday, May 8th, 2025 at 6:30 PM. Upon roll call, the following Officers were found present and absent:

Present

Teresa Santalucia
Dan Pardo
Dorothy Marrocco
Kevin Keane

Absent

Michael Jones

Commissioner Santalucia made a motion, seconded by Commissioner Pardo, to approve the minutes of the April 10th, 2025 Regular Board Meeting. The motion passed unanimously.

Commissioner Santalucia made a motion, seconded by Commissioner Marrocco, to approve the Accounts Payables as presented. The motion passed unanimously.

Commissioner Santalucia made a motion, seconded by Commissioner Marrocco, to approve, certify and submit certification of the Executive Office of Housing and Livable Communities (EOHLC) Wage Match Regulations for FY 2025. The motion passed unanimously.

Commissioner Santalucia made a motion, seconded by Commissioner Pardo, to elect and approve the following Officers to the position of: Teresa Santalucia-Chairperson, Kevin Keane-Vice Chair, Daniel Pardo-Treasurer Dorothy Marrocco-Member. The motion passed unanimously.

Commissioner Santalucia made a motion, seconded by Commissioner Pardo, to authorize and approve the Board Chair to execute Hanson 5001 Amendment 12 - Contract for Financial Assistance (CFA) package in DocuSign software. The motion passed unanimously.

Executive Director's Report

Mr. Marathas reported on the following:

OPERATIONS

1. New fence installed at Woodbine, damaged from storm
2. 5B vacancy completed
3. 5A vacancy completed
4. 14D vacancy in progress
5. Monthly Greater Boston Food Delivery
6. Spring cutting of all sites
7. Spring clean- up of all sites, Thursday mulch
8. Common area flooring 7A in progress from pipe repair
9. Rear step installation in progress
10. Filing of Section 18 application to HUD.
11. Financials submitted for LZ conversion.

MODERNIZATION REPORT

1. Project # 123 Rear Step Project
 - o Force account plan for Rear steps Approved.
 - o Work started.
 - o Estimated completion mid-summer.
2. Project 123092 Code Comp.-Exit Sign & Emergency Light Installation
 - o awaiting EOHLC Work Order.
 - o EOHLC Review Architect assigned
3. Project 123091 Cameras & Security System Awarded to Structure Consulting Group
 - o Preconstruction Meeting being scheduled by QHA Project Manager
4. Project 123089 Fire Alarm Phase 2
 - o Making request ER award from EOHLC.
 - o The meeting was set up with EOHLC to discuss options
5. Project 123088 Community Bldg Electric Panel upgrade
 - o Waiting on quotes
6. Project 123065 Bioclear Study
 - o Report received.
 - o Recommendations made to EOHLC. Waiting on Review comments from EOHLC
 - o Engineer Bill Koetteritz
7. Project 123090 Maintenance Shed Siding replacement
 - o Force Account plan approved
 - o Material Ordered
 - o Estimated start-Mid May
8. Project 123084 Tub Cuts for ADA units (667-1)
 - o Force Account Plan being developed
9. Project 123067 & 123068 ARPA Door replacements
 - o Doors Complete
10. Project 123086 Woodbine Septic System Replacement
 - o Waiting on EOHLC creating Work Order-Bill Koetteritz
11. Project 123094 Emergency Water Main break
 - o Complete
 - o Capital plan Revision approved, invoiced state.
 - o Source of Funds-FF
12. Project 123095 Emergency Exterior Lighting repair
 - o Complete
 - o Capital plan Revision approved, invoiced state.

- o Source of Funds-FF

13. Annual Plan and Capital Plan submitted to the state on time.

SUPPORT SERVICES

April and May activity calendar provided

Old Business

Commissioner Santalucia inquired about the IRS Tax Exemption for the RAD conversion. James Marathas to confirm.

New Business

James Marathas requested the board make a motion to approve the Executive Director to initiate a waiver with State Historical Society for the windows at LZ Thomas

Commissioner Santalucia made a motion, seconded by Commissioner Pardo, to approve the Executive Director to initiate a waiver with State Historical Society for the windows at LZ Thomas

Commissioner Santalucia requested next month's agenda include a state appointed board member and housing authority CPC seat appointment

Tenants in attendance addressed their ongoing concerns to the board

There being no further business, Commissioner Santalucia made a motion, seconded by Commissioner Pardo, to adjourn. The motion passed unanimously. Meeting adjourned at 7:14 PM.

Respectfully submitted,

Kerrie Solomon
Administrative Assistant
Hanson Housing Authority