

FALMOUTH HOUSING AUTHORITY COMMISSIONERS BOARD MEETING
MINUTES OF SPECIAL SESSION MEETING

April 24, 2020 at 4:00 p.m.

115 Scranton Avenue – Community Room, Falmouth, MA 02540

MEMBERS PRESENT: Sari Budrow
Linda Howard
Robert Mascali
Stephen Patton (joined at 4:40 p.m.)

MEMBERS PRESENT: Patricia Favulli

STAFF PRESENT: Bobbi Richards, Executive Director

OTHERS: John Winslow, Winslow Architects

At 4:09 p.m. Ms. Howard called the meeting to order. The meeting was held via ZOOM.com.

Harborview Roof and Solar Project

John Winslow provided an overview of the roof project and solar option for the Administrative Building at Harborview. FHA has 2018 capital funds that should be used towards this project. The goal is to go out to bid by the end of April in order to have a contract signed by May 30th to use the allocated funding from HUD. Mr. Winslow shared information regarding roof replacement, solar and the possibility of a standby generator as FHA has shared that it has requested (in a future capital plan) that a generator will be possible to add to the site.

Procurement was conducted to enlist the services of a 3rd party engineering firm for the design for the proposed solar and back-up power for the administrative office. Bids were received from MacRitchie Engineering, Norian Siani Engineering and Wozny Barbar Engineering. The low bid of \$5400 was from Norian/Siani Engineering. The Board discussed the various options available as presented by Mr. Winslow.

Resolution 2020-55

Mr. Mascali moved to approve the engineering services bid for scope of work from Norian/Siani Engineering, Inc. in the amount of \$5,400. Ms. Budrow seconded.

4-Ayes (Howard, Budrow, Mascali, Patton) 0-Nays

MOTION CARRIED

Public Records Request

Ms. Richards notified the Board of Commissioners that a public records request has been received from the Falmouth Housing Corporation. FHA has retained counsel to address both the request and to request an extension due to concerns under COVID. FHA is also soliciting information from the Falmouth Enterprise and Cape Cod Times to determine if an ad was ran and if procurement was followed.

None

Resolution 2020-56

At 4:50 pm Ms. Budrow moved to adjourn. Mr. Patton seconded.

4-Ayes (Budrow, Mascali, Patton) 0-Nays MOTION CARRIED
(Ms. Howard did not voice a vote)

Relevant Documents

Email from John Winslow, 4/22/20 regarding Bid Documents