



4 CAPEN ST.
STOUGHTON, MA 02072-2579

COMMISSIONERS
BARRY CRIMMINS, CHAIRMAN
BILL LARKIN, VICE CHAIRMAN
DONALD BRADY, TREASURER
GEORGE HANSEN, MEMBER

EXECUTIVE DIRECTOR
COLLEEN M. DOHERTY

**STOUGHTON HOUSING AUTHORITY
MEETING MINUTES
Tuesday, December 10, 2024
6:30 pm**

The Stoughton Housing Authority met on Tuesday, December 10, 2024, at 6:30 PM (Virtual Video Call Meeting)

The following members were present:

Barry Crimmins, Chairman
Bill Larkin, Vice Chairman
Donald Brady, Member
George Hansen, Member

The following members not present:

(D.B. entered Board Meeting at 6:37pm)

Other's present were Colleen Doherty, Kristen Anderson, Victoria Henriques, James Griffin and Rosalind Texeira:

The December 10, 2024, meeting of the Stoughton Housing Authority was called, to order by: Mr. Crimmins at 6:30 PM.

Mr. Crimmins gave James Griffin, Fee Accountant permission to proceed with the explanation of the Annual Budget, tabling items 2 through 2c and 5a until after Budget discussion.

a. Annual Budget

The following is an explanation of our budget for the fiscal year ended 12/31/2025.

1. Administrative Salaries have increased by 5% from the prior year approved budgeted salaries. This increase is in compliance with the DHCD budget guidelines for FY2025.
2. Maintenance Salaries have been budgeted based on the DLWD rates as of 4/1/2025 with a \$8.00 add on for the maintenance foreman. The budget also included a slight provision for the increase in DLWD rates effective 4/1/2025.

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Mr. Hansen made a motion to approve the proposed Operation budget for State-Aid Housing of the Stoughton Housing Authority (Chapter 200/667/705/689/MRVP), Program Number 400-1 for Fiscal Year Ending 12/31/2025 showing Total Revenue of \$1,402,950 (Acct. No. 3000) and Total Expenses of \$1,890,898 (Acct. No. 4000) there by requesting a subsidy of \$602,090 (Acct. No. 3801) and further that the Executive Director's total annual salary of \$0 for fiscal year ending 12/31/2025 be submitted to the Executive Office Housing and Livable Communities for its reviews and approval. Mr. Larkin seconded the motion which, upon roll-call, was passed by a vote of 4-0.

Mr. Brady made a motion to approve the proposed Operation budget for State-Aid Housing of the Stoughton Housing Authority (Chapter 200/667/705/689/MRVP), Program Number 689-1 for Fiscal Year Ending 12/31/2025 showing Total Revenue of \$33,809 (Acct. No. 3000) and Total Expenses of \$29,886 (Acct. No. 4000) there by requesting a subsidy of \$ 0 (Acct. No. 3801) and further that the Executive Director's total annual salary of \$0 for fiscal year ending 12/31/2025 be submitted to the Executive Office of Housing and Livable Communities for its review and approval. Mr. Hansen seconded the motion which, upon roll-call, was passed by a vote of 4-0.

Mr. Larkin made a motion to approve the proposed Operation budget for State-Aid Housing of the Stoughton Housing Authority (Chapter 200/667/705/689/MRVP), Program Number MRVP for Fiscal Year Ending 12/31/2025 showing Total Revenue of \$23,935 (Acct. No. 3000) and Total Expenses of \$522,882 (Acct. No. 4000) there by requesting a subsidy of \$ 500,000 (Acct. No. 3801) and further that the Executive Director's total annual salary of \$0 for fiscal year ending 12/31/2025 be submitted to the Executive Office of Housing and Livable Communities for its review and approval. Mr. Brady seconded the motion which, upon roll-call, was passed by a vote of 4-0.

Mr. Larkin made a motion to approve the Operating Budget Certification PHA Fiscal Year Beginning January 1, 2025-December 31, 2025, as presented by Colleen Doherty (Executive Director). Mr. Brady seconded the motion which, upon roll-call, was passed by a vote of 4-0.

a. CFA 4050 Amendment No. 1

Colleen Doherty (Executive Director) asked the Board to vote the CFA 4050 Amendment #1

Mr. Larkin made a motion to approve the Contract for Financial Assistance (CFA) 4050 Amendment #1 in the amount of \$326,473.00. This amendment funds the following and extends the contract dates of service from July 1, 2022, to December 31, 2026, as presented by Colleen Doherty (Executive Director). Mr. Hansen seconded the motion which, upon roll-call, was passed by a vote of 4-0.

b. Payment Standards

Colleen Doherty (Executive Director) asked the Board to vote the Payment Standards

Section 8 Payment Standards

Effective 1/1/2025

Jurisdiction	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Taunton	\$1432	\$1591	\$2088	\$2645	\$2769	\$3184
New Bedford	\$1189	\$1294	\$1592	\$1919	\$2296	\$2641
Brockton (02302)	\$2100	\$2247	\$2677	\$3234	\$3559	\$4092
Attleboro (02703)	\$1507	\$1617	\$1980	\$2387	\$2893	\$3326

**Please be advised, Payment Standards are not suggested contract rents.
Any rents requested will be confirmed to be rent reasonable through a market analysis
conducted by Taunton Housing Authority.**

Mr. Larkin made a motion to approve the Section 8 Payment Standards, as presented by Colleen Doherty (Executive Director). Mr. Hansen seconded the motion which, upon roll-call, was passed by a vote 4-0.

c. Electrical Services

Colleen Doherty (Executive Director) asked the Board to vote on the Electrical Services lowest bidder. Tilton Electric, Inc. 398 Court Street Rear, Plymouth, MA 02360

Mr. Brady made a motion to award the Electrical Services Contract to Tilton Electric, Inc. 398 Court Street Rear, Plymouth, MA 0236, as presented by Colleen Doherty (Executive Director). Mr. Larkin seconded the motion which, upon roll-call was passed by a vote of 4-0.

d. Elevator Services

Colleen Doherty (Executive Director) asked the Board to vote United Elevator Company, Inc. 165 Enterprise Dr., Marshfield, MA 02050 for the renewal of 2nd Year contract.

Mr. Larkin made a motion to award United Elevator Company, Inc. 165 Enterprise Dr., Marshfield, MA 02050 for the renewal of 2nd year contract, as presented by Colleen Doherty (Executive Director). Mr. Hansen seconded the motion which, upon roll-call was passed by a vote of 4-0.

e. Floor Covering Services

Colleen Doherty (Executive Director) asked the Board to vote on the lowest bidder Flair Carpets, Inc. 65 Porter Street, Stoughton, MA 02072. The contract is for a 3-year term with no option for renewal.

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Mr. Larkin made a motion to award the Floor Covering Services to Flair Carpets, Inc. 65 Porter Street, Stoughton, MA 02072, as presented by Colleen Doherty (Executive Director). Mr. Hansen seconded the motion which, upon roll-call, was passed by a vote 4-0.

f. Plumbing and Heating Services

Colleen Doherty (Executive Director) asked the Board to vote Anytime Plumbing & Heating, Inc. 123 Broadway, Taunton, MA 02780 renewal of contract-3rd and Final Year.

Mr. Hansen made a motion to award the Anytime Plumbing & Heating, Inc. 123 Broadway, Taunton, MA 02780 the renewal of contract-3rd and Final Year ,as presented by Colleen Doherty (Executive Director). Mr. Brady seconded the motion which, upon roll-call, was passed by a vote 4-0.

g. Certificate of Completion for Roof Replacement at 200-1

Colleen Doherty (Executive Director) asked the Board to vote on the Certificate of Completion for Roof Replacement at 200-1.

Mr. Brady made a motion to approve the Certificate of Final Completion for the Roof Replacement at 200-1 in the amount of \$2,424.73 ,as presented by Colleen Doherty (Executive Director). Mr. Larkin seconded the motion which, upon roll-call, was passed by a vote 4-0.

h. Change Order for Project #285072 at Vets Circle

Colleen Doherty (Executive Director) asked the Board to vote on the Change Order for Project #285072 at Vets Circle.

Mr. Brady made a motion to approve Change Order Proposal 001,002,003 & 004 which will be incorporated into Change Order #1 for a cost of \$35,612.51 and an additional 160 days in contract time, as presented by Colleen Doherty (Executive Director). Mr. Hansen seconded the motion which, upon roll-call, was passed by a vote 4-0.

i. Affirmative Action Goal

Colleen Doherty (Executive Director) asked the Board to vote on the Affirmative Action Goal

Mr. Larkin made a motion to adopt the Affirmative Action Goal and Placement Rate and completed Fair Housing Form in CHAMP, as presented by Colleen Doherty (Executive Director). Mr. Hansen seconded the motion which, upon roll-call, was passed by a vote 4-0.

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2. Consent Agenda

(a) Board Meeting Minutes

No discussion

(b) Vacancy Report

Discussion

(c) Overtime Report

Discussion

Mr. Larkin made a motion to accept the Consent Agenda as presented by Colleen Doherty (Executive Director). Mr. Hansen seconded the motion. All were in favor 4-0.

3. Accounting

a. Ratification/Bill Schedule

Ratification was discussed.

Mr. Larkin made a motion to approve the Ratification Schedule in the amounts of \$43,819.25 Bill Payments in the amount of \$527,189.22 in the amount, of Total Payments of \$571,008.47 for period 10/16/2024 through 12/10/2024 as presented by Colleen Doherty (Executive Director). Mr. Brady seconded the motion which, upon roll-call, was passed by a vote 4-0.

b. Monthly Financial Report

Discussed

c. Quarterlies

Colleen Doherty (Executive Director) asked the Board to Table the Quarterlies

Mr. Larkin made a motion to Table the Quarterlies as presented by Colleen Doherty (Executive Director). Mr. Brady seconded the motion which, upon roll-call, was passed by a vote 4-0.

4. Executive Director's Report

1. No discussion

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- j. Any other business the Board deems necessary.

December 23- close office at 4pm

December 24- Christmas Eve-closed at 12:00

December 25-closed Christmas Day

December 26-close office at 4pm

December 27 – close at noon

December 30-closed at 4pm

December 31-closed at noon-New Year's Eve

January 1st- closed-New Year's Day

January 2-close office at 4pm

January 3-close at noon

6. Old Business

7. Meeting Adjournment

Mr. Larkin made a motion to adjourn the meeting at 8:33pm. Mr. Hansen seconded the motion which, upon roll call, was passed by a vote of 4-0.

Respectfully by,

Rosalind Texeira