

MINUTES OF THE SPECIAL MEETING
- OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON FEBRUARY 4th, 2025

The members of the Springfield Housing Authority met in Open Session at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts at 4:00 PM on February 4th, 2025.

A copy of the Notice of Meeting, pursuant to Section 23B of Chapter 39 of the Massachusetts General Laws, as amended, with the Certificate as to Service of the Notice, was ordered spread upon the minutes of the meeting and filed for records.

NOTICE OF MEETING

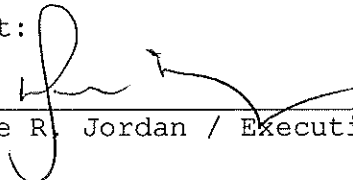
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a Special Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 4:00 PM on Tuesday, February 4th, 2025 at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts.

SPRINGFIELD HOUSING AUTHORITY
/s/Denise R. Jordan, Executive Director
January 31st, 2025

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, Denise R. Jordan, the duly appointed and qualified Secretary of the Springfield Housing Authority, do hereby certify that on January 31st, 2025, I filed in the manner provided by Section 23B, Chapter 39 of the Massachusetts General Laws, as amended, with the Clerk of the City of Springfield, Massachusetts, a Notice of Meeting of which the foregoing is a true and correct copy.

Attest:


Denise R. Jordan / Executive Director/Secretary to the Board

Chairman Labonte called the meeting to order at 4:00 PM, and those present upon roll call were as follows:

PRESENT

Thomas Labonte
Jessica Quinones
Angela Robles (attended on Zoom)
Willie Thomas
Raymond Warren

ABSENT

ALSO PRESENT

Mark Buzzell
Priscilla Chesky
Austin Harris
John Healy

Denise Jordan
Nicole Kane
Ken O'Connor

Deputy Executive Director John Healy explained that the implementation of Phase One of the Energy Performance Contract resulting in more savings that projected and it provides an opportunity to implement more energy savings measures in phase 2. Mr. Healy introduced Mark Buzzell, a consultant from Siemens. Mr. Buzzell reported that since the project started in 2019, a lot of energy savings projects have been completed, such as replacing fluorescent light bulbs with LED ones, installing lighting controls in common areas, doors, windows and attic insulation work, water conservation, installing efficient toilets, shower heads, faucets and boilers at Reed Village and Robinson Gardens. Replacing old equipment with new one has been very successful. The project cost was \$9.5 mln and it pays itself through energy savings and utility rebates.

Mark Buzzel from Siemens stated that when calculating potential savings before the EPC started, Siemens was conservative with calculating guaranteed savings and over the last 5 years, energy prices increased dramatically. Combined excess savings for over last 4 years is over \$833,000 and it is expected that savings will continue accumulating and can be used for other projects. Mr. Buzzel stated that as per his consultation with John Healy, the most demanding project is replacing boilers at Duggan Apartments. It will include installing new boilers, pumps, pipes, water heaters, building envelope improvement, sealing. The project term will be 14 years for payback. Ken O'Connor from Siemens explained that if the savings from phase one are not used, HUD won't allow SHA to keep the savings - a large portion will be recaptured.

In response to Commissioner Thomas's question, Mr. O'Connor confirmed that the excess savings can be used not only on energy saving measures but for any expenditures that are approved and allowable under the operating funds program but there is a limitation - SHA will only be allowed to keep 75%. Last year, HUD should have recaptured \$400,000 because SHA was overperforming. He added that up to 50% of excessive savings can go to COCC. Additional savings reached during Phase 2 can be used for other capital expenses. In response to Chairman Labonte's question, Mr. O'Connor confirmed that HUD can recapture any savings from Phase 2.

Commissioner Warren inquired about the finance plan for using excessive savings. Mr. O'Connor explained that HUD reimburses the authority for utility expenses and excess savings are calculated as consumption before the improvement less the consumption after the improvement times the current rate. Excess savings change every year because rates change.

Deputy Healy stated that HUD will still have to approve using the excess savings for further measures. Mr. O'Connor added that there is a special team of 5 staff members at HUD Washington office, they will be reviewing diligently all the numbers using their technical review checklist, to make sure the cashflow is positive. He stated that the risk is very minimal and using the excess savings would be very beneficial for the SHA.

Upon a motion made by Commissioner Warren, seconded by Commissioner Quinonez, and following a board roll call, it was unanimously

VOTED: to allow the SHA to execute a contract with Siemens Industry, Inc. to amend the existing Energy Performance Contract (EPC) for additional energy conservation measures that are allowable by HUD for inclusion in a Phase II Energy EPC; Pending HUD approval; appoint Executive Director, Denise R. Jordan as the Contracting Officer authorizing her to execute the contract.

Ken O'Connor and Mark Buzzell left the conference room at 4:22 pm.

Finance Director Austin Harris asked the Board to table Item 2 for the following reason: the SHA is still waiting for EOHLIC to approve some numbers and the budget for FYF 3/31/24.

Chairman Labonte requested a motion to enter into an Executive Session. Upon a motion made by Commissioner Thomas, seconded by Commissioner Quinonez and following a roll call, it was unanimously

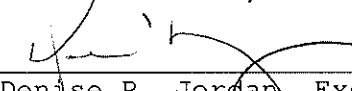
VOTED: to enter into an Executive Session to conduct strategy in preparation for negotiations with nonunion personnel and not to return into the Open Session.

There being no further business to come before the members of the Springfield Housing Authority Board, upon a motion made by Commissioner Thomas, seconded by Commissioner Quinonez, and following a board roll call, it was unanimously

VOTED: to adjourn the Open Session of the Special Meeting of the Springfield Housing Authority at 4:25 PM.

ATTEST:


Thomas Labonte, Chairman


Denise R. Jordan, Executive Director

