



Town of Arlington Select Board

Meeting Agenda

November 30, 2020

6:00 PM

Conducted by Remote Participation

Joint Meeting of the Select Board and the Arlington Housing Authority

1. Executive Order on Remote Participation
2. Appointment: Arlington Housing Authority
John V. Hurd, Select Board, Chair
Nicholas Mitropoulos, Arlington Housing Authority

Next Scheduled Meeting of Select Board December 7, 2020

You are invited to a Zoom webinar.

When: Nov 30, 2020 06:00 PM Eastern Time (US and Canada)

Topic: Select Board Meeting

Register in advance for this webinar:

https://town-arlington-ma-us.zoom.us/webinar/register/WN_-HG20bblQMe1z8OWGW5vJw

After registering, you will receive a confirmation email containing information about joining the webinar.

Notice to the Public on meeting privacy In the interests of preventing abuse of videoconferencing technology (i.e. Zoom Bombing) all participants, including members of the public, wishing to engage via the Zoom App must register for *each meeting* and will notice multi-step authentication protocols. Please allow additional time to join the meeting. Further, members of the public who wish to participate without providing their name may still do so by telephone dial-in information provided above.

Documents regarding agenda items will be made available via Novus Agenda and the Town's Website.

<https://www.mass.gov/doc/open-meeting-law-order-march-12-2020/download>



Town of Arlington, Massachusetts

Executive Order on Remote Participation

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Executive_Order_on_Remote_Participation.pdf	Executive Order on Remote Participation



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER SUSPENDING CERTAIN PROVISIONS
OF THE OPEN MEETING LAW, G. L. c. 30A, § 20**

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus ("COVID-19"); and

WHEREAS, many important functions of State and Local Government are executed by "public bodies," as that term is defined in G. L. c. 30A, § 18, in meetings that are open to the public, consistent with the requirements of law and sound public policy and in order to ensure active public engagement with, contribution to, and oversight of the functions of government; and

WHEREAS, both the Federal Centers for Disease Control and Prevention ("CDC") and the Massachusetts Department of Public Health ("DPH") have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise authority over public assemblages as necessary to protect the health and safety of persons; and

WHEREAS, low-cost telephone, social media, and other internet-based technologies are currently available that will permit the convening of a public body through virtual means and allow real-time public access to the activities of the public body; and

WHEREAS section 20 of chapter 30A and implementing regulations issued by the Attorney General currently authorize remote participation by members of a public body, subject to certain limitations;

NOW THEREFORE, I hereby order the following:

(1) A public body, as defined in section 18 of chapter 30A of the General Laws, is hereby relieved from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body for interested members of the public through adequate, alternative means.

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

A public body must offer its selected alternative means of access to its proceedings without subscription, toll, or similar charge to the public.


(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

(3) A public body that elects to conduct its proceedings under the relief provided in sections (1) or (2) above shall ensure that any party entitled or required to appear before it shall be able to do so through remote means, as if the party were a member of the public body and participating remotely as provided in section (2).

(4) All other provisions of sections 18 to 25 of chapter 30A and the Attorney General's implementing regulations shall otherwise remain unchanged and fully applicable to the activities of public bodies.

This Order is effective immediately and shall remain in effect until rescinded or until the State of Emergency is terminated, whichever happens first.

Given in Boston at 6:40 PM this 12th day of
March, two thousand and twenty.

A handwritten signature in dark ink, appearing to read "Charles D. Baker", written over a horizontal line.

CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts



Town of Arlington, Massachusetts

Appointment: Arlington Housing Authority

Summary:

John V. Hurd, Select Board, Chair

Nicholas Mitropoulos, Arlington Housing Authority

ATTACHMENTS:

	Type	File Name	Description
▣	Reference Material	Memo_from_Town_Counsel.pdf	Memo from Town Counsel
▣	Reference Material	Vacancy_Notice.pdf	Vacancy Meeting Notice
▣	Reference Material	F._Badilla_Resume.pdf	F. Badilla Resume
▣	Reference Material	M._Healy_Resume.pdf	M. Healy Resume
▣	Reference Material	W._Kennedy_Resume.pdf	W. Kennedy Resume
▣	Reference Material	M._King_Resume.pdf	M. King Resume
▣	Reference Material	C._McGinty_Resume.pdf	C. McGinty Resume
▣	Reference Material	A._McInnes_Resume.pdf	A. McInnes Resume
▣	Reference Material	R._Pontes_Resume.pdf	R. Pontes Resume
▣	Reference Material	D._Rulon_Resume.pdf	D. Rulon Resume
▣	Reference Material	J._Ward_Resume.pdf	J. Ward Resume



**Town of Arlington
Legal Department**

Douglas W. Heim
Town Counsel

50 Pleasant Street
Arlington, MA 02476
Phone: 781.316.3150
Fax: 781.316.3159
E-mail: dheim@town.arlington.ma.us
Website: www.arlingtonma.gov

To: The Select Board

From: Douglas W. Heim, Town Counsel

Date: November 24, 2020

Re: Appointment for Housing Authority Vacancy

I write in advance of Monday's Select Board meeting in which a joint body of the Select Board and the Arlington Housing Authority ("AHA") is scheduled to vote to fill a vacancy on the AHA. Although the AHA operates independently of the Town, G.L. c. 41, § 11, controls the procedure for filling a Housing Authority vacancies on an interim basis, which requires the Select Board's participation.¹ Accordingly, both relevant bodies having noticed the intent to vote on filling the vacancy, the appointment of an interim AHA member is ripe before the joint body at the scheduled November 30, 2020 meeting. This memo provides further details and suggestions with respect to both the interim appointment voting process, and the requirements of such an appointment.

¹ The state law governing the Housing Authority, G.L. c. 121B, § 5, incorporates the procedure under G.L. c. 41, § 11, to fill vacancies on local housing authorities. A full copy of both statutes is attached hereto for your reference.

I. Procedure for Joint Meeting

As the Board may recall from previous vacancy appointments, under c. 41 § 11, aside from requiring all votes be conducted by roll call and the standard requirements of the Open Meeting Law, significant discretion is afforded to the Select Board and AHA in terms of how to proceed in a joint meeting. The following suggested procedure therefore reflects this Board's past practices for conducting a sound and efficient joint meeting.

A. General Procedure:

1. The Chair of the Select Board should call the joint body meeting to order and preside over same, though the joint body may nominate and elect and temporary chair.²
2. The joint body members may all vote on both substantive nominations and procedural matters which affect the vote on the matter before them.
3. Any votes with respect to appointment of candidates must be conducted via roll call vote.
4. Once the business of the joint body is concluded the Chair of the Select Board (or a duly elected temporary chair) should adjourn such body upon a motion from same and then re-convene the Select Board for any remaining business.

B. Conducting the Substantive Nominations and Votes:

1. Any member of the joint body may move to receive nominations. Upon a second and subsequent agreement by a majority of the joint body, nominations may be received.
2. Once nominations are open, each member may nominate any qualified person, and should receive a "second" of such nomination to place a candidate before the joint body for consideration.
3. After nominations are received, the body may, but is not required to discuss such nominations before beginning the selection vote process.

² The Board's practice is to have its Chair preside over the joint meeting, however on rare occasions a temporary chair of the joint body has been selected. For example, in 2006, Kevin Greeley, as Chair of the Select Board, requested the election of another chair from the remaining eight members of the joint board in the event that his brother was nominated to fill the vacancy, at which point he intended to recuse himself. Mr. Murray of the Housing Authority was then elected as chair to preside over the remainder of the meeting. If not for the recusal issue, it would have been appropriate for Mr. Greeley to chair the entire meeting.

- a. If three (3) or more candidates have been nominated, a rounded selection process may be initiated whereby a roll call vote is conducted to first determine which candidates should be finalists.

*For example: Mr. Grey selects Jane Adams,
Mr. Blue selects Jane Adams,
Ms. Green selects John Banks,
Ms. Red selects Jane Adams,
Mr. Gold selects Joe Cooper
Ms. Silver selects Joe Cooper*

Jane Adams and Joe Cooper are the finalists and four votes via roll call vote will secure either person's appointment.

- b. If there are only two candidates, a simple majority roll call vote conducted in similar fashion will suffice. **Even if there is only one candidate, a simple majority approval of such person's appointment, following a seconded nomination is required.*
- c. In the event of a tie vote, the joint body may continue to discuss and vote again until a simple majority is attained for appointment of a candidate, or adjourn to a later date.

C. Administrative Matters:

1. The Select Board staff should record and prepare minutes, which may be approved by the Select Board at their next meeting.
2. All Roll call votes should be recorded.

II. Appointment Requirements

Per G.L. c. 41 §11, the only requirement for an interim appointment is that the interim person selected must be a registered voter in the Town of Arlington. For the Board's information, G.L. c. 121B provides for a five member housing authority, one of which is appointed by DHCD, and the remaining of which are elected. Historically the remaining four members have been elected by town-wide ballot, however in 2014, the Commonwealth amended c. 121B § 5 and added a new §5A to Chapter 121B, which provides as follows:

The department shall promulgate regulations establishing election procedures for tenants to elect a tenant as a member of the housing authority in the town and regulations establishing appointment by the board of selectmen of the town, if no election may be held; provided, however, that 1 member of the housing authority board shall be a tenant. The department shall provide regulations creating waiver of this section if federal law

requires the town to maintain a tenant member as 1 of the 5 members or if a tenant has been elected under section 5.

While §5A calls for one member of the Housing Authority to be a tenant via tenant election, it also asserts that DHCD shall promulgate regulations establishing election procedures for such tenant elections. As such, this Office was advised by DHCD, that the Town should proceed without concern as to tenant status until regulations under §5A are finalized. In short, the joint body may consider any applicant's tenant status as informative, but it is not required to appoint a tenant at this time.

It also bears noting that neither interviews, nor formal applications for interim appointments are required to fill the vacancy, but any applications received by either the AHA or the Select Board should be placed before the joint body.

III. Appointment Term

The appointed interim AHA member shall fill the vacancy until the next Town Election in April of 2021, at which point the vacancy should be on the ballot unless DHCD has promulgated regulations for tenant elections. The successfully elected candidate will then serve the remainder of the vacant seat's present term (i.e., however many years remained before his position would have been up for re-election). If the vacancy requires a special election, the Select Board should vote at its earliest convenience to hold a special election in April of 2020 to coincide with its regular Annual Town Election.

Should you have any additional concerns or questions I encourage you to contact me at your convenience. I can be reached by cell phone at (781) 645-8061 throughout the weekend.

Ch. 41 Officers and Employees of Cities, Towns and Districts

Section 11 Appointment to Fill Vacancy in Town Office

As used in this section, the term “vacancy” includes a failure to elect. If a vacancy occurs in any town office, other than the office of selectman, town clerk, treasurer, collector of taxes or auditor, the selectmen shall in writing appoint a person to fill such vacancy. If there is a vacancy in a board consisting of two or more members, except a board whose members have been elected by proportional representation under chapter fifty-four A, the remaining members shall give written notice thereof, within one month of said vacancy, to the selectmen, who, with the remaining member or members of such board, shall, after one week’s notice, fill such vacancy by roll call vote. The selectmen shall fill such vacancy if such board fails to give said notice within the time herein specified. A majority of the votes of the officers entitled to vote shall be necessary to such election. The person so appointed or elected shall be a registered voter of the town and shall perform the duties of the office until the next annual meeting or until another is qualified.

Ch. 121B Housing and Urban Renewal

Section 5: Housing and redevelopment authorities; membership; appointment; election; term of office

Every housing and redevelopment authority shall be managed, controlled and governed by five members, appointed or elected as provided in this section, of whom three shall constitute a quorum. Every member of a housing or redevelopment authority shall be a fiduciary of the housing or redevelopment authority.

In a city, four members of a housing or redevelopment authority shall be appointed by the mayor subject to confirmation by the city council; provided, that, the members shall be appointed to serve for initial terms of one, two, four and five years, respectively.

In a town, 3 members shall be elected by the town; provided, that of the members originally elected at an annual town meeting, the one receiving the highest number of votes shall serve for five years, the one receiving the next highest number of votes, for four years and the one receiving the next highest number of votes, for two years; provided, that upon the initial organization of a housing or redevelopment authority, if a town so votes at an annual or special town meeting called for the purpose, four members of such an authority shall be appointed forthwith by the selectmen to serve only until the qualification of their successors, who shall be elected at the next annual town meeting as provided above.

In a city or town, one member of a housing or redevelopment authority shall be appointed by the department for an initial term of three years. If the department does not fill a vacancy in the position of that member within 120 days from the date that the vacancy is created, the board of selectmen shall appoint, in writing, a person by a majority vote to fill such vacancy for the

unexpired term. In a city, the mayor shall appoint a person subject to confirmation by the city council for the unexpired term.

Thereafter, as the term of a member of any housing or redevelopment authority expires, his successor shall be appointed or elected, in the same manner and by the same body, for a term of five years from such expiration. Membership in a housing or redevelopment authority shall be restricted to residents of the city or town.

In a city, one of the four members of a housing authority appointed by the mayor shall be a resident of that city and shall be a representative of organized labor who shall be appointed by the mayor from a list of not less than two nor more than five names, representing different unions submitted by the Central Labor Council, AFL-CIO and the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America of the city or of the district within which the city is included. If no such list of names is submitted within sixty days after a vacancy occurs, the mayor may appoint any representative of organized labor of his own choosing to the authority. In a city, one of the four members of a housing authority appointed by the mayor shall be a tenant in a building owned and operated by or on behalf of the local housing authority who shall be appointed by the mayor from lists of names submitted by each duly recognized city-wide and project-wide tenants' organization in the city. A tenants' organization may submit a list which contains not less than two nor more than five names to the mayor who shall make his selection from among the names so submitted; provided that, where no public housing units are owned and operated by the local housing authority and no such units are owned and operated on behalf of the local housing authority, the mayor shall appoint any tenant of the housing authority from lists submitted in accordance with this section. If no list of names is submitted within sixty days after a vacancy occurs, the mayor shall appoint any tenant of his choosing to the authority. The mayor shall notify in writing tenant organizations as specified herein not less than ninety days prior to the expiration of the term of a tenant member. Whenever a vacancy occurs in the term of a tenant member for any reason other than the expiration of a term, the mayor shall notify in writing the tenant organizations specified herein within ten working days after the vacancy occurs. The mayor shall make an appointment within a reasonable time after the expiration of sixty days after said notice.

Vacancies, other than by reason of expiration of terms, shall be filled for the balance of the unexpired term, in the same manner and by the same body, except elected members in towns whose terms shall be filled in accordance with the provisions of section eleven of chapter forty-one. Every member, unless sooner removed, shall serve until the qualification of his successor.

As soon as possible after the qualification of the members of a housing or redevelopment authority the city or town clerk, as the case may be, shall file a certificate of such appointment, or of such appointment and election, as the case may be, with the department, and a duplicate thereof, in either case, in the office of the state secretary. If the state secretary finds that the housing or redevelopment authority has been organized and the members thereof elected or appointed according to law, he shall issue to it a certificate of organization and such certificate shall be conclusive evidence of the lawful organization of the authority and of the election or appointment of the members thereof.

Whenever the membership of an authority is changed by appointment, election, resignation or removal, a certificate and duplicate certificate to that effect shall be promptly so filed. A certificate so filed shall be conclusive evidence of the change in membership of the authority referred to therein.

**Section 5A: Election procedures for tenants to elect tenant as housing authority member;
appointment by board of selectmen**

The department shall promulgate regulations establishing election procedures for tenants to elect a tenant as a member of the housing authority in the town and regulations establishing appointment by the board of selectmen of the town, if no election may be held; provided, however, that 1 member of the housing authority board shall be a tenant. The department shall provide regulations creating waiver of this section if federal law requires the town to maintain a tenant member as 1 of the 5 members or if a tenant has been elected under section 5.



Commissioners:

Nicholas Mitropoulos
Brian J. Connor
Gaar Talanian
Jo Anne Preston

Executive Director

John J. Griffin

Tel.: (781) 646-3400

Fax: (781) 643-6923

September 14, 2020

Town of Arlington
Board of Selectmen
Mr. John Hurd, Chairperson
730 Massachusetts Avenue
Arlington, MA 02476

Re: Notice of Vacancy on the Arlington Housing Authority Board

Dear Mr. Hurd,

In accordance with Massachusetts General Laws Chapter 41, Section 11, The Arlington Housing Authority is notifying the Board of Selectmen of a vacancy on the Arlington Housing Authority Board due to the resignation of Richard B. Murray.

It is suggested that the AHA and the Board of Selectmen requests people interested in the appointment send a letter of interest to the AHA and the Board of Selectmen by October 15th and that the Board of Selectmen and the Arlington Housing Authority, set a joint meeting soon after to make the appointment to the AHA until the next general election to be held on April , 2021.

Please feel free to call me at your convenience to discuss this and confirm the time frame, dates and process. I can be reached on my cell at 781 983-0628.

Sincerely

John J. Griffin
Executive Director

From: Fiorella Badilla <fbadilla2020@gmail.com>
To: amaher@town.arlington.ma.us
Date: 10/15/2020 03:28 PM
Subject: Vacancy spot Letter

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

To whom it may concern,

I, Fiorella Badilla, wish to be considered for the vacancy on the Arlington Housing Authority Board.

I work as a nail technician one day a week at the South End MiniLuxe Salon location. I am passionate about finding affordable, sustainable ways to live everyday life. My favorite example of this is donating and collecting donations of clothing for myself and the homeless residing in the Central Sq. area.

As a resident of six years of AHA housing at Menotomy Manor, I have an understanding of the needs, struggles and aspirations of AHA tenants. I could make an important contribution to the work of the Board because of this knowledge and additionally bring to the Board the following:

- As a person from an Hispanic family, an understanding of the richness and challenges facing the immigrant community in AHA housing.
- My fluency in Spanish can expedite translation of policies, notices and other communications with Spanish speaking residents.
- Graduating from AHS in 2016, while an AHA tenant, allows me to inform the Board of ways to assist children at Menotomy Manor for advancing and achieving academic success.
- I am an organized and motivated worker. Being technologically comfortable and experienced has allowed me to excel in fast paced environments. This would be ideal for communication for all tenants.
- I am a fast and efficient learner. Retail experience for 10+ years has given me confidence to deal with many challenging people and situations, being aware that abeyance cannot ever be the answer.

While a member of the Board, I would like to improve communication between the board and AHA tenants; e.g., Email/mail notices of AHA Board Meetings and social events including Board members would be among the possibilities.

Even more critical would be to establish a structure where tenants can air their grievances, and receive a Board response within a timely manner. With this in mind, I am confident to continue to uphold the legacy of MassHousing recognition as one of the premier housing finance agencies in the country, along with the awards won for creativity and innovation. These are standards I would be proud to strive for on the Arlington Housing Authority Board.

Thank you for taking the time to consider my application. Please contact me if you wish additional information.

Fiorella Badilla

Fbadilla2020@gmail.com

Sent from my iPhone

From: Arlington DTG <diversitytaskgrouparl@gmail.com>
To: jgriffin@arlingtonhousing.org, mkrepelka@town.arlington.ma.us
Date: 10/15/2020 03:43 PM
Subject: Statement of Interest for AHA Board Vacancy

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

October 14, 2020

Dear members of the Arlington Housing Authority and the Select Board,

I recently became aware of the vacancy on the Arlington Housing Authority Board and was encouraged to apply from several Board members. I enthusiastically submit this letter of interest in filling the vacancy, with the express hope of using my education and experiences to help serve this community of residents and Board.

I am a graduate of Tufts University with a BS in Biological Psychology and have earned my MA in Counseling, concentrating in mental health from Gordon Conwell Theological Seminary. I am currently serving as a Tufts Alumni Network Chair for the class of 2025.

I have lived in Arlington for over 10 years, having served as the chair of the Envision Arlington Diversity Task Group for several years and am a newly elected Town Meeting Member for Precinct 14. My involvement in this community has given me an extensive network in the town and a knowledge among residents enabling me to connect residents with one another and with resources within the community. That said, I learn something new about this community every day.

My professional background can contribute to the work of the board. Professionally, I work as a Counselor at the Disability Policy Consortium, supporting the Ombudsman staff who help members of Mass Health living with disabilities advocate for themselves and access services. In that capacity, my role has enabled me to also work closely with the Boston Center for Independent Living (BCIL) through mutual healthcare work destigmatizing disability, housing, and race. I am part of a committee building organizational accountability structures for deconstructing racism and making sure contributions at every level can influence decisions and strategy at each organization. I believe this work can support the work of the AHA in its work to listen and support tenants living in subsidized units.

I have extensive experience working with low-income tenants of all ages and ethnic backgrounds. Previously, in my role as a Pastor at Reservoir Church, I worked as a community partner with the Fresh Pond Apartments (FPA), the 3 large affordable housing buildings on Rindge Ave and Rte 2.

I organized and co/sponsored many programs including: Gun Buy Back, MLK Day of Service, Secret Santa for Seniors (an initiative of the Cambridge Police to collect and distribute presents), Interfaith Ramadan Iftars, vigils, and the legendary Soccer Nights program (a free weekly soccer camp for kids aged 6-11) in these public housing units that serve thousands of low income and immigrant families.

I have worked with numerous boards, executive directors, City councilors, and executive directors who service diverse populations. I served as a liaison between the City of Cambridge Mayor's Office, Police Department, and in public school/church partnerships. I would look forward to serving with the Arlington Housing Authority.

My experience leading the Envision Arlington Diversity Task Group has given me extensive network within town (across neighborhoods, age groups, religious backgrounds, sexual orientation and identity, and socio-economic class), and my professional and life experiences have given me a comfort working cross-culturally. My training as a counselor allows me to listen carefully to others to understand and better serve their needs.

There are great projects the AHA is already in the midst of, that I would be happy to support and to help roll out: the CDBG funded Menotomy Manor and Drake Village Life and Skills Building, assist with updating the tenant handbook, doing rounds and promotions, and be culturally accessible to tenants.

I would be happy to use my managerial experience, networking, knowledge, and professional training as a pastor, mental health counselor, and community organizer to fill this recent vacancy as a commissioned Board member of the Arlington

Housing Authority and would look forward to working with the Board to improve the lives of residents.

Sincerely,

Michaiah Healy

Diversitytaskgrouparl@gmail.com

Co-Chair of the Diversity Task Group,

Town Meeting Member Elect Precinct 14

I AM SUBMITTING MY LETTER OF INTENT AND RESUME FOR THE OPENING ON THE BOARD OF THE ARLINGTON HOUSING AUTHORITY. HAVING BEEN A LIFE LONG RESIDENT OF ARLINGTON AND A FORMER SUMMER EMPLOYEE OF THE HOUSING AUTHORITY WHILE ATTENDING COLLEGE, I AM FAMILIAR WITH ALL THE BUILDINGS AND GROUNDS ASSOCIATED WITH THE HOUSING AUTHORITY. I ALSO HAVE EXPERIENCE WORKING WITH THE ELDERLY IN NUMEROUS POSITIONS OVER THE YEARS AS MY RESUME WILL SHOW. I HOPE YOU CONSIDER ME FOR THE OPEN POSITION ON THE BOARD OF THE ARLINGTON HOUSING AUTHORITY.

Sincerely,
Bill Kennedy

A-H-A
RECEIVED

2020 SEP 29 AM 8:28

WILLIAM J. KENNEDY

Experience

2015-2019 *COMPANION TO ELDERLY WOMAN IN ARLINGTON*

1/2014 - ~~2015~~ 2015 Companion to elderly woman in Brighton, MA

12/2011 - 11/2013 Companion to elderly woman in Acton, MA

10/2008 - 1/2014 Houseworks Senior Care, Newton, MA

- Caregiver responsible for providing companion assistance to the elderly.

10/2007 - 10/2008 Home Instead Senior Care, Lexington, MA

- Responsible for providing companion assistance to the elderly.

2/1985 - 7/2006 Town of Arlington School Department, Arlington, MA.

- General Maintenance responsibilities for School system.

1983 - 1985 David B. Kennedy Painting Company, Arlington, MA

1978 -1983 Food Enterprises, Inc., Canton, MA

- Account Representative

Education

1979 UMASS Boston, B.A. English

Civic Interests

1989-2006 Town Meeting Member, Arlington, MA

References

References available upon request.

Marian King

10/12/2020

Arlington MA 02474

Arlington Select Board
730 Mass Ave
Arlington MA 02474

Greetings Select Board Members,

Please consider me for a seat on the Arlington Housing Authority Board of Commissioners to fill Rich Murray's unexpired term. I have been known to many of you for years, and have previously run for a seat on the board. I am a tenant of Arlington Housing Authority in one of the condo units on DeCatur Street. Previous to my three biracial children leaving home, I lived in Menotomy Manor. While living there I helped re-establish the Tenant Association with the assistance of Arlington League of Woman Voters and the Mass Union of Public Housing Tenants. I was active with tenant leaders of Arlington Tenant Associations, MUPHT and attended "Presidents Meetings" and AHA Board meetings regularly. Myself and key elected tenant leaders at the Manor had adult children leave home within a few months of each other (ending eligibility for living/office in the Manor) in 2009-and the tenant association effectively ended about 9 years ago when tenant elections were not held.

I have remained active in town and a Precinct 1 Town Meeting Member since 1994. My background is in nursing, having worked in hospital, nursing home, and home care (even doing visits in AHA properties). I am currently not licensed nor registered-as while on disability it is too costly to keep up with license and malpractice insurance. Gerontology and race were areas in which I took extra sociology coursework. I have participated in several MUPHT events over the years, and believe more of our AHA tenant leaders should do so to better understand the rights and responsibilities of tenants and their associations. I have also had several weekend VISIONS and other anti-racism trainings via my church as well as lived experience in a multicultural family, neighborhood, work environments and relating to folks in many settings of educational and economic diversity. I have worked on various committees (including vestry, rector search, anti-oppression) within my local church, on diocesan/and Province 1 (New England) and interfaith environmental committees. I am currently serving (along with Michelle Holmes MD; one of Arlington's recent VISIONS consultants) on our parish "regathering" team where we navigate issues related to COVID19. I serve on worship commission and as a Eucharistic Minister/adviser on implementation of safe practice.

I have a hope for higher tenant interest in Board/AHA plans, and increased communication on more than only maintenance issues. Optimally, there should be a plan in place for tenants to have involvement with selection of a tenant to serve on the board, however at this time there are not tenant leaders available to represent all tenants of Arlington Housing Authority. And as more dispersed AHA housing becomes available such as the condo units at DeCatur Street...this is an area that I see needing improvement. Menotomy Manor has had no tenant leadership/representation since I was moved to Senior/Disabled housing in 2009. The Housing Authority Board should actively encourage formation of tenant associations and a tenant guided path to representation on the Housing Authority Board. Enclosure indicates 2014 changes in regulations pertaining to Housing Authority composition in towns.

Sincerely,
Marian King

Cynthia McGinty

October 15, 2020

John Griffin, Executive Director
Arlington Housing Authority
4 Winslow St.
Arlington, MA 02474

I am writing to submit my application for the open seat on the AHA Board., I have valuable perspective from having been a tenant at Cusack Terrace for the past 10 years. I also have a B.A. in Elementary Education from Lowell State College and a certificate as a CNA (Certified Nursing Assistant), and as a Certified Activities Coordinator. As you will see from my experience listed below, I have a long track record advocating for the enhanced well-being of the tenants. I would like to extend this service by bringing my perspective and experience to the AHA Board and AHA community at large.

- Board President, Cusack Terrace Tenants Association, 2 years
- Board Vice-President, Cusack Terrace Tenants Association, 4 years
- Initiated and implemented many programs vital to the wellness of the tenants, including these activities:
 - Socialization and recreational activities, such as welcoming all new tenants with signs; birthday cards and celebrations; get well cards for those in hospital/rehab
 - Coordinated, cooked for, and hosted Community Meals
 - Organized special dinners for the holidays and milestone celebrations
 - Arranged for popular series of seminars with RD (registered dietitian) to educate tenants about the importance of nutrition in health during senior years
 - Planned tenant entertainment by arranging performances by musicians and dancers
 - Coordinated twice-weekly food donations from Food Link, involving distributing food to the tenants
 - Facilitated healthy grieving, by maintaining contact via group cards to tenants who had moved to nursing homes; sympathy cards to the families of lost loved ones; and organized memorial services in our building to grieve tenants who have died
 - Hosted holiday craft gatherings
 - Coordinated Saturday morning coffee hour to help tenants form social bonds
 - Prepared and circulated petitions for quality of life improvements in the building (e.g., accessibility, safety, and well-being of the tenants)
 - Delivered packages and monitored presence of tenants — when not seen recently, instituted wellness checks
 - Planned activities following state Covid-19 guidelines
 - Responsible for planning, planting, and maintaining extensive flower and vegetable gardens at Cusack Terrace (spending 10 hours/week doing so, as well as contributing

personal funds in order to keep this patio and uplifting place for tenants to receive nature therapy and extend their living space). This has been especially important in the pandemic, as a way for tenants to safely socialize and also visit with family at a distance outdoors

- Development of ideas for future programs to improve the emotional, cognitive, and physical wellness of the tenants (e.g., horticulture therapy via raised bed gardens; writing programs to enhance memory and intellectual stimulation; physical fitness opportunities, such as yoga, stretching, Tai chi, and Wii fitness games)

As you can see from my long track record of dedication and commitment to enhancing the well-being of the tenants at Cusack Terrace, I am someone who is well able to formulate and carry out a variety of programs. I wish now to bring my background in education and relevant experience in coordination of activities central to enhancing the lives of tenants to the position of AHA Board member. My perspective as a tenant gives me important insights into the needs of the tenants and the buildings. I look forward to bringing all that I have to offer to the AHA Board, and to the buildings and people that comprise the AHA community.

Please contact me with any questions you may have. I can be reached via email at cmcginty47@gmail.com or by phone/text at

Thank you for your consideration.
Sincerely,

Cynthia McGinty

Arlington, MA, 02476

October 15th, 2020

Arlington Select Board
730 Massachusetts Ave
Arlington, MA, 02476

Dear Ms. Krepelka,

Please accept my attached resume as an application for the Arlington Housing Authority Board Member position. I bring unique experience to the Arlington Housing Authority Board, as I am a Licensed Clinical Social Worker, a Service Coordinator within Cambridge Housing Authority, a volunteer who works within the local Menotomy Manor and a lifelong Arlington resident.

My professional positions, background and current work have given me insightful knowledge of public housing. This combined with over 15 years of working with families, elderly and younger disabled population strengthens what I can offer to the board. I appreciate the balance that must occur between the rules, regulations, laws and processes of a Housing Authority; and, the complexities of humans who live within their units. It would be an honor and a privilege to serve on the Arlington Housing Authority Board.

I seek to uplift and further the Arlington Community; and advance my contribution to the public service in our town by being on the Board of Arlington's Housing Authority. I can be reached by phone:
email: Anne.A.McInnes@gmail.com.

Thank you for your time and consideration of my candidacy.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anne McInnes', written in a cursive style.

Anne McInnes, LCSW

CC: John J. Griffin, Arlington Housing Authority Executive Director

Anne A. McInnes, LCSW
Arlington MA

PROFESSIONAL LICENSURE and EDUCATION

Licensed Clinical Social Worker (LCSW) in the State of Massachusetts	February 2020
Simmons University: School of Social Work <i>Master of Social Work</i>	Boston, MA 08/16-05/19
Assumption College <i>Bachelor of Arts Major: Psychology, Minor: Sociology</i>	Worcester, MA 08/05-05/09

SOCIAL WORK EXPERIENCE

Cascap, Inc. <i>Service Coordinator</i>	Cambridge, MA 08/19-present
<ul style="list-style-type: none">• Receive referrals from Cambridge Housing Authority management• Plan, organize, and develop skills with housing residents to meet the standards of local, state and governmental• Conduct in-home visits as necessary to evaluate environment and functional capacity• Collaborate with organizations to offer more comprehensive services• Document all interactions with residents	
The Neville Center at Fresh Pond (Landmark Health) <i>Recreational Therapist</i>	Cambridge, MA 09/15-05/19
<ul style="list-style-type: none">• Created programs that met residents' needs and interests, engaged residents in therapeutic activities• Maintained a safe environment and ensured all residents, who wanted to participate in activities, attended• Established relationships with residents, families and community members• Performed admission intake assessments utilizing Point Click Care; analyzed and documented residents progress	
Heading Home <i>Master of Social Work Case Manager Intern</i>	Boston, MA 09/18-05/19
<ul style="list-style-type: none">• Used Motivational Interviewing and a collaborative approach to best determine immediate client concerns• Obtained resources and services as needed and/or requested to address barriers to housing such as: CORI mitigation, credit repair, and assistance with financial applications• Ensured that all clients received explanation and assistance with housing application processes• Developed partnerships and relationships with internal and external service providers to ensure clients receive appropriate services	
Year Up <i>Student Service Department Intern</i>	Boston, MA 09/17-05/18
<ul style="list-style-type: none">• Worked with 42+ young adults ages 18-25 to close the opportunity gap• Collaborated and communicated with program team to address key student concerns• Provided one-to-one counseling and support to students as needed• Assisted students in finding resources for varying needs including housing, legal, childcare, etc• Facilitated substance abuse and parenting groups	

COMMUNITY ENGAGEMENT

Highrock <i>Menotomy Manor Volunteer</i>	Arlington, MA 08/19-Present
<ul style="list-style-type: none">• Distribute food weekly to low income residents• Connect, families, couples and individual to resources	
Food Link <i>Volunteer</i>	Arlington, MA 06/15-05/19
<ul style="list-style-type: none">• Received and processed monetary donations at events• Assisted in administrative work, bookkeeping and updating donor database• Aided in event planning and completion	

From: ReginaPontes <reginapontes@comcast.net>
To: freidy@town.arlington.ma.us, amaher@town.arlington.ma.us, lcosta@town.arlington.ma.us
Date: 10/14/2020 12:49 PM
Subject: FW: Open Board Seat Submittal

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Per Marie's request. See below submittal letter.

I am currently out of the office. Please contact Fran, freidy@town.arlington.ma.us Ashley, amaher@town.arlington.ma.us or Lauren, lcosta@town.arlington.ma.us or call at [781 316-3020](tel:781-316-3020). Thank-you.

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: ReginaPontes <reginapontes@comcast.net>
Date: 10/14/20 12:12 PM (GMT-05:00)
To: jgriffin@arlingtonhousing.org, mkrepelka@town.arlington.ma.us
Subject: Open Board Seat Submittal

Greetings AHA Board and John Griffin. As per your open invitation, I am submitting my CV and qualifications for consideration in temporarily filling the open seat left vacant by the departure of Mr. Murray. I am happy to include here a link to my LinkedIn profile that lists my extensive background but also my standing 13 letters of recommendation and a number of skill set endorsements.

,

Here is just a summary of my talent stack.

Regina M. Pontes:

Education:

NYIT - MBA

Mt. St. Mary's College - BA

Harvard University - Extension Courses

Jobs:

- Award Winning Author / Publisher / Podcaster - Independent
- Quality Manager - Gemini Industries

- Quality Manager/Administrator - TIax LLC (Arthur D. Little Inc.)

Cusack Community Involvement.

Upon my arrival at Cusack Terrace, I have made a concerted effort to actively involve myself in this community. Due to my work expertise,

- I helped rewrite and codify the superceded tenant bylaws,
- I attended and actively engaged in monthly committee meetings.
- At my own expense, I beautified the lobby common area to make it more inviting and welcoming.
- I also offered my notary services free of charge to members of my community.
- I've donating equipment for others in the building to engage and engage in active physical entertainment and exercise

I realize this term fulfillment timeliness has yet to be established and communication format is currently via Zoom. That I can do put unfortunately I due to my physical limitations visiting other sites or attending meeting in person would not be feasible.

Alternative recommendatoon

In the event you would rather wish to consider an individual with those abilities as well I'd like to recommend Cynthia McGinty for the roll. This woman is a vital and integral member of the Cusack community! Cynthia is,

- The former president of the Cusack Tenant Association.
- Volunteer coordinator extensively in the Food Bank distribution,
- Organizes the weekly community coffee hour
- Organizes the monthly community meals for residents and actual shut-ins.
- Along with her husband the work countless numbers of hours weekly the entire spring/summer/fall seasons to beautify the patio for all residents and the adjacent police station portion if the property.
- Cynthia helps all residents whenever they can't fend for themselves.

In short. she is what I affectionately refer to as the resident blend of Mother Theresa and Martha Stewart combined! 😊

Either way, both of us would I believe be a tenant value-add voice to your AHA Board.

Thank you again for this consideration.

Be blessed AHA.

Pax. Regina Pontes
www.reginapontes.com

From: Dorothy Rulon <dotbetsy@gmail.com>
To: jgriffin@arlingtonhousing.org, mkrepelka@town.arlington.ma.us
Date: 10/14/2020 05:50 PM
Subject: Opening at the Arlington Housing Authority

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Dorothy "Betsy" Rulon

Arlington, MA 02476

Email: dotbetsy@gmail.com

John Griffin, Executive Director
Arlington Housing Authority
4 Winslow Street
Arlington, MA 02474

Marie Krepelka, Administrator,
Arlington Select Board,
730 Massachusetts Avenue, Arlington, MA 02476

Good Morning,

I am excited to apply for the open position on the Arlington Housing Authority (AHA) Board.

This Board position was immediately interesting to me for many reasons, including the opportunity to support Arlington Housing Authority and the residents. I am keenly aware of Arlington's need to increase accessibility to safe secure housing for the elderly and low-income members of our community.

I've served as President of the Drake Village Tenants' Association, the Local Tenants Organization (LTO) for two of the 12 years I've been a resident. That role taught me a great deal about facets of providing affordable housing for eligible-low income families, elderly, and persons with disabilities, particularly as a participant at AHA board meetings.

In addition to the brick and mortar, AHA has continued expansion of its tenant service support programs. AHA has ongoing restoration of its buildings, as well as work on partnerships with the town, HCA and other groups and service providers in the community.

With a deeper understanding of the panoply of political and fiscal (state and town) issues, I would hope to assist the AHA to address some of the Local Tenant Organization decisions. I look forward to bringing to the AHA experiences ranging from LTO volunteer group organization, strategy, communication, and other community support systems.

Please see attached resume. At your convenience I look forward to meeting with you to discuss my application.

Sincerely,

Dorothy "Betsy" Rulon

--

Dorothy Rulon

dotbetsy@gmail.com

Attachments:

File: [*10 13 2020 Resume - 2020 AHA Board.docx](#) Size: 19k Content Type: application/vnd.openxmlformats-officedocument.wordprocessingml.document

Dorothy "Betsy" Rulon
dotbetsy@gmail.com

PERSONAL PROFILE

An organized, detail-oriented problem-solver with a high level of interpersonal skills. Ability to make keen observations about processes and players. Significant experience in project management and grant administration.

EXPERIENCE

2009 – 2011 **DRAKE VILLAGE TENANTS ASSOCIATION, ARLINGTON, MA**
President of Local Tenant Organization (LTO)

Acted as change agent, modifying processes to promote fairness. Brought people together as volunteers. Enhanced cooperative working relationships between AHA and LTO to benefit residents. Determined how funds were spent and ensured submission of state fiscal records.

2009 – present **MOUNT AUBURN HOSPITAL, CAMBRIDGE, MA**
Volunteer

Gift shop weekend manager and sales associate.

2000 – 2008 **ATT, BOSTON, MA**
Account Manager

Coordinated cross-functional staff of service and technical personnel for a set of medium to large customers in the Boston Growth Market sales and service office.

1989 – 1999 **SECRETARY OF ECONOMIC AFFAIRS,**
COMMONWEALTH OF MASSACHUSETTS (Grants, AO)

Management Specialist for Department of Youth Services (state Agency)

Developed job opportunities for out-of-school disadvantaged youth.

Project Manager for Justice Resource Institute (Department of Labor grant)

Assisted in proposal/grant writing for annual Lag funding.

Chair, Grant Management Specialist Committee, Authorizing Official (AO) for Comprehensive Employment and Training Programs, **Secretary of Economic Affairs.** Produced and disseminated Requests For Proposal (RFP), reviewed proposals, and contracted with grantees. Developed communication systems with Grant Management Specialists.

1988 ASSOCIATED INDUSTRIES OF MASSACHUSETTS (AIM)

Management Specialist for AIM (private grant)

Directed multi-state program for entry of offender adults to workplace. Coordinated co-located, co-funded representatives of state agency service providers. Balanced conflicting demands of public health, mental health, Welfare, economic development.

AIM Achievement Award.

ROLES AND RESPONSIBILITIES in PROFESSIONAL EXPERIENCE

Project Management, Authorizing Official

Responsible for Chairmanship of Grant Management Specialists including RFP (RFR), systems of measurable outcomes, progress, and expenditure reports. Project management coordination for clients and stakeholders concerning specifications and problem solving. Consistently maintained a record of reduction of obstacles to contract completion.

Account Manager

Responsible for first line of support for orders, customer service, and billing. Coordinated cross-functional staff of staff for the technical support, maintenance, and up-to-date records for a set of medium to large customers in a Boston Growth Market sales and service office.

Senior Customer Service Executive

Responsible for coordination of focal point for incoming calls. Supported all orders across a national and global customer environment, ensuring seamless service. Upheld superior performance objectives through collaboration with other staff. Functioned as a customer service lead as required.

EDUCATION

Doctor of Education, Harvard University, 1993

Policy, Management, Administration

Thesis: "Job Complexity and Development in the Workplace"

Master of Education, Harvard University, 1984

Management, Administration

Master of Education, Antioch University, 1981

Management, Administration

Thesis: "Resource Guide for Disadvantaged Youth Services".

From: john ward <j1s1w@yahoo.com>
To: Ashley Maher <amaher@town.arlington.ma.us>
Date: 10/08/2020 02:51 PM
Subject: Fw: Unexpired term for Arlington Housing Authority(AHA) Board of Directors

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----- Forwarded Message -----

From: john ward <j1s1w@yahoo.com>
To: JO ANNE PRESTON <ja-preston@comcast.net>
Sent: Thursday, October 8, 2020, 01:34:03 PM EDT
Subject: Fw: Unexpired term for Arlington Housing Authority(AHA) Board of Directors

Dear Ms. Preston,

I am sending this to show you my interest in participating on the AHA Board. One never knows what can happen when opportunity knocks?

Sincerely,

J Stephen Ward

----- Forwarded Message -----

From: john ward <j1s1w@yahoo.com>
To: "mkrepelka@town.arlington.ma.us" <mkrepelka@town.arlington.ma.us>
Sent: Thursday, October 8, 2020, 01:29:03 PM EDT
Subject: Unexpired term for Arlington Housing Authority(AHA) Board of Directors

J Stephen Ward

Arlington, MA 02474
October 8, 2020

Ms. Marie Krepelka
Administrator
Arlington Select Board

Dear Ms. Krepelka,

I am hereby submitting my name for consideration in filling the unexpired term of Arlington Housing Authority Board member Mr. Richard B. Murray who has resigned.

Honorably discharged after four years in the United States Air Force where I was a Russian Language Specialist and a Radio intercept Analyst. I also spent six years with the Vermont National Guard in the 10th Mountain Division Combat Engineers. Vermont is where I raised my family. During my 18 years in Vermont I spent 10 years as a voluntary EMT with the Windham Fire and Rescue department and the Chester, VT Ambulance service.

I moved to Arlington to be close to family after owning my home in Fort Myers, Florida for 17 years. With two successful daughters, one owning a home in Arlington Heights, and two granddaughters attending Arlington schools, I have a long term interest in the affairs of the historic town of Arlington.

I currently live in the AHA property of Winslow Towers and have been there since March of 2018. At 79 years of age and a disabled veteran, I am dedicated to the welfare and wellbeing of my fellow elderly and disabled residents at Winslow Towers

and throughout the AHA properties. AHA has served the Town of Arlington well since 1961 when Drake was built. Today more than 2100 people reside in housing provided by the AHA.

Since moving to Winslow Towers, I have attended many AHA board meetings to familiarize myself with that operation and get to understand just how things work. There are 242 Local Housing Authorities in Massachusetts that do an extraordinary job serving the elderly and disabled community. I see here an opportunity for me to become an integral part of that within the AHA.

There are always improvements that can be made and they do not all have to cost money. Having worked as a golf course superintendent most of my life, I have a unique perspective on detail and a healthy respect for good management.

I am available for questions at any time and look forward to serving Mr. Murray's remaining time as a AHA Board member.

Thank you for your attention to this matter.

Respectfully submitted,

J Stephen Ward



Town of Arlington, Massachusetts

Next Scheduled Meeting of Select Board December 7, 2020

Summary:

You are invited to a Zoom webinar.

When: Nov 30, 2020 06:00 PM Eastern Time (US and Canada)

Topic: Select Board Meeting

Register in advance for this webinar:

https://town-arlington-ma-us.zoom.us/webinar/register/WN_-HG20bbIQMe1z8OWGW5vJw

After registering, you will receive a confirmation email containing information about joining the webinar.

Notice to the Public on meeting privacy In the interests of preventing abuse of videoconferencing technology (i.e. Zoom Bombing) all participants, including members of the public, wishing to engage via the Zoom App must register for *each meeting* and will notice multi-step authentication protocols. Please allow additional time to join the meeting. Further, members of the public who wish to participate without providing their name may still do so by telephone dial-in information provided above.

Documents regarding agenda items will be made available via Novus Agenda and the Town's Website.

<https://www.mass.gov/doc/open-meeting-law-order-march-12-2020/download>