



DATE POSTED: 2017 NOV 16 PM 12:35  
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## MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

### **Marblehead Housing Authority**

Name of Board/Committee

Address of Meeting: 26 Rowland Street, Marblehead, MA 01945 Room:

<u>Tuesday</u>	<u>November</u>	<u>21</u>	<u>2017</u>	<u>2:30 PM</u>
Day of week	Month	Date	Year	Time

**Agenda or Topics to be discussed listed below** (That the chair reasonably anticipates will be discussed)

THIS AGENDA IS SUBJECT TO CHANGE

- 1) **ROLL CALL**
- 2) **READING AND APPROVAL OF MINUTES OF THE PREVIOUS MEETING**
  - a. Regular Meeting held on Tuesday, October 17, 2017
- 3) **ITEMS FROM THE COMMISSIONERS**
  - a. Requested list of staff and salaries
  - b. Requested information regarding tenant requirement on Board of Commissioners
- 4) **COMMUNICATIONS**
  - a. Monthly Financial Statements for October, 2017, prepared by Fenton, Ewald & Associates
  - b. Public Housing Notice 2017-24, Wage Match for State Housing Program Tenants, with Attachments
  - c. Public Housing Notice 2017-25, Revised DHCD Guidelines for Executive Director Contracts, with Attachments
  - d. Public Housing Notice 2017-13 from 06/23/17 **RE-ISSUED 10/31/17**, Clarification on Tenants Accounts Receivable (TAR)
- 5) **REPORT OF THE EXECUTIVE DIRECTOR**
  - a. Rent Collection/Lease Enforcement
  - b. Occupancy Statistics
  - c. Affirmative Action Placement Rate
  - d. Meetings
  - e. Other Matters

**Update: Capital Plan**

**6) REPORT OF THE MAINTENANCE DEPARTMENT**

- a. Work Orders
- b. Inspections
- c. Vacancies

**7) REPORT OF COMMITTEES**

**8) TENANT ISSUES**

**9) UNFINISHED BUSINESS**

**10) OTHER MATTERS**

**11) NEW BUSINESS**

- a. Approval of disbursements for October, 2017 – attached
- b. Board Vote to approve Resident Holiday Party funds in the amount of \$350.00
- c. Board Vote to approve the Change Order #2 for DHCD Project #168071, Kitchen Renovations, 200-2, Massey Construction Corporation for an increase in the amount of \$3,095.00 and time extension of 69 calendar days
- d. Board Vote to approve the Certificate of Substantial Completion for DHCD Project #168071, Kitchen Renovations, 200-2, Massey Construction Corporation
- e. Board Vote to approve the Certificate of Final Completion for DHCD Project #168071, Kitchen Renovations, 200-2, Massey Construction Corporation
- f. Board Vote to approve the Certificate of Payment #4 (Final) in the amount of \$7604.00 to Massey Construction, Inc.

**12) PUBLIC PARTICIPATION**

**ADJOURNMENT**

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Pamela Foye, Chairman

Posted by: Debra A. Larkin

Date: Thursday, November 16, 2017