



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>February</u>	<u>20</u>	<u>2018</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, January 11, 2018
 - b. Regular Meeting held on Thursday, January 25, 2018
- 3) **ITEMS FROM THE COMMISSIONERS**

None
- 4) **COMMUNICATIONS**
 - a. Monthly Financial Statements for January, 2018, prepared by Fenton, Ewald & Associates
 - b. Quarterly Year End Financial Statements for FY Ending December 31, 2017, including the Monthly Financial Statements for December, 2017 prepared by Fenton, Ewald & Associates.
 - c. Public Housing Notice 2018-04 - Direct Cost Exemption for Operating Reserve Augmentation in FY2018 Budget & New Operating Reserve Thresholds
 - d. "Frequently Asked Questions PHN 2018-01" - "LHA Executive Director Salary Calculation Worksheet Tool"
 - e. Clarification to Revised Salary Calculation – Worksheet and Updated Frequently Asked Questions
 - f. Public Housing Notice 2018-05 - Wage Match: Safeguarding of Department of Revenue (DOR) Information – With Attachments
- 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 January, 2018 - attached
- b. Board vote to approve the Certification of Year End, 2017 Financial Operating Statements prepared by Fenton, Ewald & Associates
- c. Board vote to approve the Modernization Cost Reports for Year End, 2017 prepared by Fenton, Ewald & Associates
- d. Board vote to approve the Certification and Compensation of Top Five Salaries for Fiscal Year End, 12/31/17
- e. Board vote to approve the Fiscal Year End, 12/31/17 Certification of Tenant Lead Notification
- f. Board vote to approve the Town Report for Fiscal Year End, 12/31/17
- g. Board vote to approve Change Order #2 for DHCD Project #168078 – Front Entry Doors at Powder House Court, 667-1 in the amount of \$19,151.54 and extension of eight (8) Calendar Days to add eight (8) additional doors to (All PH Doors)

12) PUBLIC PARTICIPATION

ADJOURNMENT

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Pamela Foye, Chairman

Posted by: Debra A. Larkin

Date: Thursday, February 15, 2018