



DATE POSTED:  
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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>August</u>	<u>21</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, June 19, 2018
- 3) **ITEMS FROM THE COMMISSIONERS**
  - a. None
- 4) **COMMUNICATIONS**
  - a. Monthly Financial Statements for June, 2018, prepared by Fenton, Ewald & Associates
  - b. Quarterly Financial Statements and Modernization Cost Reports for Quarter Ending, June 30, 2018 prepared by Fenton, Ewald & Associates
  - c. Monthly Financial Statements for July, 2018, prepared by Fenton, Ewald & Associates
  - d. Quarterly Investment Register
  - e. FYE: 12/31/2018 Budget Approval in the amount of \$1,137,820.00
  - f. Public Housing Notice 2018-10 – CHAMP Rollout in Rollout in Concert with Blanket Waiver to 760 CMR 5.00
  - g. Public Housing Notice 2018-11 - Claim Reporting Procedure for State-Aided Housing Property Insurance Program
  - h. Public Housing Notice 2018-12 - Massachusetts Evacuee Transitional Assistance Reserve for Hurricane Maria Evacuees from Puerto Rico
  - i. Public Housing Notice 2018-13 – Force Account Work and Materials Procurement
  - j. Public Housing Notice 2018-14 - New Claim Reporting Procedures Mass LHA Property Insurance Program
  - k. Public Housing Notice 2018-15 - Seeking CPAs for DHCD's Agreed Upon Procedures (AUP) Program
- 5) **REPORT OF THE EXECUTIVE DIRECTOR**
  - a. Rent Collection/Lease Enforcement
  - b. Occupancy Statistics
  - c. Affirmative Action Placement Rate
  - d. Meetings
  - e. Other Matters

**5) REPORT OF THE EXECUTIVE DIRECTOR - (Continued)**

**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 June, 2018 – attached
- b. Approval of disbursements for July, 2018 – attached
- c. Board vote to approve funds for annual resident picnic in the amount of \$400.00
- d. Board vote to approve the contract documents between Verizon and Marblehead Housing Authority
- e. Board vote to approve Change Order #3 for DHCD Project #168078, Unit Entry Door Replacement, for a no cost time extension, Environmental Abatement, Inc., Powder House Court, 667-1, (Seasonal delay for the convenience of residents – began in the Spring)
- f. Board vote to approve the Certificate of Substantial Completion for DHCD Project #168078, Unit Entry Door Replacement, Environmental Abatement, Inc., Powder House Court, 667-1
- g. Board vote to approve the Certificate of Final Completion for DHCD Project #168078, Unit Entry Door Replacement, Environmental Abatement, Inc., Powder House Court, 667-1
- h. Board vote to approve the Certificate for Payment #3 in the amount of five thousand three hundred thirty-five dollars and seventy-two cents (\$5335.72) (Final) for DHCD Project #168078, Unit Entry Door Replacement, Environmental Abatement, Inc., Powder House Court, 667-1

**12) PUBLIC PARTICIPATION**

**ADJOURNMENT**

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Pamela Foye, Chairman

Posted by: Debra A. Larkin