

Hudson Housing Authority Agenda

Place of Meeting:

**Norma Oliver Village Community Center (4 Glen Road)
Hudson, MA 01749**

**May 11, 2023
6:30 P.M.**

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

1. Call to order
2. Minutes to be Approved
 - a. Minutes of April 13, 2023 regular meeting
3. Financial Reporting and Accounts Payable
 - a. Board to note receipt of quarterly operating statements 10/1/22 through 3/31/23
 - b. Budget comparative reports 10/1/22 through 3/31/23
 - c. Accounts Payable Report for April 2023
4. Warrants:
 - a. Transfer of Funds: April 2023
 - b. Payroll: April 2023
 - c. Housing Assistance Payments: May 2023
5. Projects and Contracts
 - a. Project 667-2 Brigham Circle Window Replacement Project (FISH #141072)
 - i. Update: Schematic design currently under DHCD review
 - b. Project 667-2 Brigham Cir ARPA Fed Pacific Replacement and Fire Alarm Upgrade (FISH 141073)
 - i. Update: Schematic design currently under DHCD/Designer review
 - c. Project 91-1 Norma Oliver Village Appliance Replacement
 - i. Update: Working with contractor on final change order for extra services related to installation of vent hoods and ADA appliances
 - d. Project 91-1 Norma Oliver Village Window Replacement Project
 - i. Update: Construction currently ongoing

6. New Business

- a. Board to consider approval for payment to Bath Fitter Bridgewater, Inc. dba Bath Fitter upon satisfactory completion of installation of roll-in shower unit at Norma Oliver Village per Proposal #41159657 in the amount of \$8,398.00
- b. Board to note receipt of DHCD PHN 2023-05 “New Inspector General Guidance Regarding Fiscal Responsibilities of LHA Board Members”

7. Old Business

- a. Board to review and consider adoption of updated HHA Personnel Policy
- b. Board to consider rescinding current HHA policies incorporated in the updated Personnel Policy. Policies to rescind include:
 - i. Travel Policy
 - ii. Progressive Discipline Policy
 - iii. Computer Policy
 - iv. Sexual Harassment Policy
 - v. Credit Card Policy
- c. HHA resident matters
 - i. Update on Norma Oliver Village community center key fob system
 - ii. Brigham Circle and Norma Oliver Village gardens
 - iii. Board to note receipt and understanding of Norma Oliver Village lease and Smoke Free Housing Policy
 - iv. New comments

8. Other Business

- a. Board to discuss a meeting date for Assabet Valley Affordable Housing, Inc.
- b. Board to note public hearing on significant amendment to the Admissions and Continued Occupancy Policy (ACOP) scheduled for July 13, 2023 at 6:30pm
- c. Board to set next meeting date, time and location of next meeting

9. Executive Session

10. Adjournment

Posted By: Jaclyn Beaulieu
Posted Date: May 5, 2023