

Hudson Housing Authority Agenda

Place of Meeting:

**Brigham Circle Community Center (6 Brigham Circle)
Hudson, MA 01749**

**September 14, 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 July 13, 2023 regular meeting
 - b. Minutes of July 13, 2023 executive session meeting
3. Financial Reporting and Accounts Payable
 - a. Budget comparative reports 10/1/22 through 7/31/23
 - b. Accounts Payable Reports for July 2023 and August 2023
4. Warrants:
 - a. Transfer of Funds: July 2023 and August 2023
 - b. Payroll: July 2023 and August 2023
 - c. Housing Assistance Payments: August 2023 and September 2023
5. Capital Projects and Contracts
 - a. Project 667-2 Brigham Circle Window Replacement Project (FISH #141072)
 - i. Board to consider approval of the lowest responsive bidder New Kappa City Construction Inc. and accept their total bid of \$283,000.00
 - b. Project 667-2 Brigham Cir ARPA Fed Pacific Replacement and Fire Alarm Upgrade (FISH 141073)
 - i. Update: Schematic design under final DHCD review
 - c. Project 91-1 Norma Oliver Village Appliance Replacement
 - i. Update: No response received from Hudson Appliance regarding the proposed change order
6. New Business
 - a. Board to consider write-off of aging accounts in Tenant Accounts Receivable for state public housing (Brigham Circle) totaling \$164 as of 9/30/22
 - b. Board to consider write-off of aging accounts in Tenant Accounts Receivable for federal public housing totaling \$2,469 as of 9/30/22
 - c. Board to consider approval of the following policy updates:

- i. Revised Section 8 Administrative Plan
 - ii. Revised Violence Against Women Act (VAWA) Policy
 - iii. Revised Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking
 - d. Board to consider payment to Richey & Clapper, Inc. for the maintenance dump trailer purchased off of state contract FAC-116 in the amount of \$8,924.00
 - e. Board to consider accepting the quote from Demelo Heating & Air Conditioning in the amount of \$9,660.00 for the installation of a new air conditioning system for the first floor at 8 Irving Street
 - f. Board to consider accepting the quote from Nicholas Aucoin Journeyman Electrician totaling \$9,562.50 for the installation of new exterior light fixtures at Brigham circle, and to remit payment upon successful completion
 - g. Board to consider accepting the quote from Kevin’s Painting totaling \$9,500.00 for the repainting of 76 exterior doors at Brigham Circle
 - h. Board to consider accepting the design and quote from Sign Logic for new building number signage for Brigham Circle
 - i. Board to consider approval for HHA to purchase a new maintenance truck at a cost not to exceed \$60,000
 - j. Board to consider Fair Market Rents (FMRs) and adoption of Section 8 Payment Standards for FY2023
 - k. Board to note forthcoming updates by Flynn Cable systems to the security camera system at Brigham Circle
 - l. Board to consider update to the Norma Oliver Village flat rent for FY23
 - m. Board to discuss FY24 Budget Guidelines as released by EOHLC on 8/28/23
 - n. Board to note Hudson Housing Authority’s designation by the HUD Public Housing Assessment System (PHAS) as High Performer for FYE 9/30/22
 - o. Board to note an eviction was performed via constable on 8/11/23 at Brigham Circle
 - p. Board to discuss Citizens Bank “Positive Pay” program and no check status
7. Old Business
- a. HHA resident matters
 - i. New comments

8. Other Business

- a. Board to set next meeting date, time and location of next meeting

9. Executive Session

10. Adjournment

Posted By: Jaclyn Beaulieu
Posted Date: September 8, 2023