

# WORCESTER HOUSING AUTHORITY

December 15, 2016

1:00 PM Board Meeting

## Agenda

### 1. PROCEDURES

- a. Approval of Minutes of Board Meeting 11/17

### 2. CORRESPONDENCE

- a. Notifying the Board of an approval letter from DHCD regarding Accelerated Independent Modernization and Maintenance status
- b. Notifying the Board of a letter from DHCD regarding an appointment to the state seat on the Worcester Housing Authority's Board

### 3. FINANCE

- a. Financial Statement for the month of October 2016
- b. Requesting approval by the Board for Tenant Accounts Receivable Write-offs

### 4. ADMINISTRATION

- a. Status Report: Admissions
- b. Status Report: Housing Management / Over-income Update
- c. Status Report: Leased Housing
- d. Status Report: Resident Services / Self-Sufficiency Program

### 5. MAINTENANCE, MODERNIZATION and DEVELOPMENT

- a. Status Report: Modernization
- b. Status Report: New Projects/Development
- c. Status Report: Maintenance – (Update on bulk items program)
- d. Status Report: Public Safety
- e. Requesting Board approval for the award recommendation relative to contracting for the supply and delivery of fire prevention top cooking equipment known as Smart Burners
- f. Requesting Board approval for the award recommendation relative to the lease of retail space for the purpose of providing a convenience/grocery store to the residents of Great Brook Valley and Curtis Apartments
- g. Requesting Board approval for Change Order No. 1 relative to the roof replacement project at Great Brook Valley Gardens
- h. Requesting Board approval for Change Order No. 1 relative to the Phase II project at Great Brook Valley Gardens
- i. Requesting Board approval for final completion and payment to our contract with Richard T. Losordo Electrical Services, Inc. relative to the roof replacement project at Great Brook Valley Gardens
- j. Requesting Board approval for an addendum to the A/E contract with Dixon Salo Architects, Inc. for the 2014-5 Indefinite Quantity Contract for Architectural Design Construction Administration for all federal sites
- k. Requesting Board approval for an addendum to the A/E contract with Arnold Jacobson Associates, Inc. for the 2014-5 Indefinite Quantity Contract for architectural Design Construction Administration Services for all federal sites
- l. Requesting Board approval to award the construction contract for the mailbox replacement project at Webster Square West and East

**6. EXECUTIVE DIRECTOR**

- a. Status Report: Human Resources
- b. Updating the Board on CDBG grant applications
- c. Updating the Board on MassNAHRO and CEDA
- d. Notifying the Board of an increase in the cost for laundry services to residents
- e. Requesting Board approval for the FY17 Agency Plan

**7. DEPARTMENTAL PRESENTATION**

- a. Finance Department

**8. TENANT PARTICIPATION/RECOGNITION**

**9. BOARD REQUESTS**

**10. EXECUTIVE SESSION**

**11. ADJOURNMENT**