**AGENDA**

Regular Meeting

February 14, 2018 4:00 p.m.

Saugus Housing Authority

19 Talbot Street

Heritage Heights Community Room

Saugus, MA 01906

1. Pledge of Allegiance
2. Roll Call.
3. A) Reading of the Minutes of the Regular Meeting January 10, 2018.

B) Reading of the Minutes of the Special Board Meeting January 18, 2018.

1. Approval of January 2018 Invoices and Check Registers.
2. Communications
3. Report of Financial Activity for the Period ending 12/31/17.
4. Work Order Report for the period ending 1/31/18.
5. Vacancy Report for the period ending 1/31/18.
6. Budget Comparatives for the month ending 12/31/17.
7. Public Housing Notice 2018-03. Changes to HAFIS Budget and Operating Statements Forms for LHAs with Solar Power Newt Meter Credit Contracts. Dated January 17th, 2018.
8. Public Housing Notice 2018-04. Direct Cost Exemption for Operating Reserve Augmentation in FY2018 Budget and New Operating Reserve Thresholds. Dated January 26, 2018.
9. Public Housing Assessment System (PHAS) Score dated 2/6/18.
10. Comments from the floor (one min per person).
11. Director’s Report
12. Old Business
13. New Business
14. Saugus Housing Authority Administrative Staff and Maintenance Staff and Personnel Policy
15. Saugus Housing Authority Policy for Rent Collection and the write offs on Vacated Tenants’ Accounts Receivables.
16. Consideration to approve Amendment #5 to Capital Improvement Work Plan #5001 in the Amount of an increase of $253, 570.96 for a total of $253,570.96.
17. Consideration to approve HUD’s Year End Operating Statements for 99-1 Program, for the period ending December 31, 2017.
18. Consideration to approve Section 8 Voucher Program Year End, for the period ending December 31, 2017.
19. Consideration to approve Voucher Management Final Report for the Year Ending December 31, 2017.
20. Consideration to approve DHCD Year End Operating Statements and Mod Reports for the Saugus Housing Authority 400-1, for the period ending December 31, 2017.
21. Consideration to approve DHCD Year End Operating Statements and Mod Reports for the Saugus Housing Authority 689-1, for the period ending December 31, 2017.
22. Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws.
23. Certification of Top 5 Compensation Form.
24. Certification of Year End Financial Statements and Tenants Accounts Receivables Data.
25. NARHO handout Tenant Board members in Towns.
26. Consideration to approve the lowest and responsible bidder J&I Construction Rockland, MA for DHCD Number 262062, in the amount of $19,999.00 for a Roof Replacement for the 689-1.
27. Commissioner’s Concerns/ Comments from the Floor.
28. Adjournment.