

AGENDA

Regular Meeting

February 26, 2020 4:00 p.m.
Saugus Housing Authority
2 Rice Street
Laurel Towers Community Room
Saugus, MA 01906

1. Pledge of Allegiance.
2. Roll Call.
3. Reading of the Minutes of the Regular Meeting January 8, 2020.
4. Approval of January 2020 Invoices and Check Registers.
5. Communications.
 - a) Report of Financial Activity for the Period ending 1/31/20.
 - b) Work Order Report for the period ending 1/31/20.
 - c) Vacancy Report for the period ending 1/31/20.
 - d) Budget Comparatives for the month ending 12/31/19.
 - e) Laundry Receipts as of January 31, 2020.
 - f) Tenant Account Receivable as of December 31, 2019.
 - g) Public Housing Notice 2020-02. FY 21 and 22 Sustainability Initiative Program Updates dated January 29, 2020.
 - h) Public Housing Notice 2020-03. Effective January 2020- Updated energy Monthly Reporting System., dated January 31, 2020.
 - i) Public Housing Notice 2020-04. Exclusion of Income Derived for Temporary 2020 Census Work dated February 4, 2020.
 - j) Public Housing Notice 2020-05. NOFA Self Sufficient Program for State-Aided Program Housing and MRVP, dated February 18, 2020.
 - k) Public Housing Notice 2020-06. Implementation of the Annual Plan per Chapter 121B, Section 28A, dated February 20, 2020.
 - l) Letter dated from Angelie Liberto Graham
6. Director's Report
7. Old Business
8. New Business.

- a) Consideration to approve HUD's Year End Operating Statements for 99-1 Program, for the period ending December 31, 2019.
- b) Consideration to approve Section 8 Voucher Program Year End, for the period ending December 31, 2019.
- c) Consideration to approve Voucher Management Final Report for the Year Ending December 31, 2019
- d) Consideration to approve DHCD Year End Operating Statements and Mod Reports for the Saugus Housing Authority 400-1, for the period ending December 31, 2019.
- e) Consideration to approve DHCD Year End Operating Statements and Mod Reports for the Saugus Housing Authority 689-1, for the period ending December 31, 2019.
- f) Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws.
- g) Certification of Top 5 Compensation Form.
- h) Certification of Year End Financial Statements and Tenants Accounts Receivables Data.
- i) Consideration to approve Payment in the amount of \$900.00 to Allen and Major Associates for the driveway of 19 Talbot Street, Heritage Heights.
- j) Consideration to approve Payment in the amount of \$11,670.00 to Garofalo Design Associates, Inc. for the building envelop of Heritage Heights.
- k) Consideration of approving Additional Architectural Services in the amount of \$8,000 to Garofalo Design Associates.
- l) Consideration to approve the lowest and most responsible bidder, All Pro Electric LLC, of Bradford, MA **in the amount of \$30,303, for DHCD Program Number 262074, Electrical Upgrade at Armitage Arms, 705-1.**
- m) Consideration to approve the lowest and most responsible bidder, State Contract Carpet LLC of Brockport, NY **in the Amount of \$16,699. DHCD 262073, 3-5 Baker Street, 689-1.**
- n) Consideration to adopt for Fiscal Year 2020, effective 4/1/2020 Proposed Payment Standard for the following bedroom sizes; 0BR-\$1,715, 1BR-\$1,900, 2BR-\$2,311, 3BR-\$2,880, 4BR-\$3,131.

9. Commissioner's Concerns/ Comments from the Floor.

10. Adjournment.