

AGENDA

Regular Meeting

August 12, 2020 3:00 p.m.

Saugus Housing Authority

Saugus, MA 01906

Via Conference Call

781-233-2116 #

Password 2020

1. Pledge of Allegiance.
2. Roll Call.
3. Reading of the Minutes of the Regular Meeting July 8, 2020.
4. Approval of July 2020 Invoices and Check Registers.
5. Communications.
 - a) Report of Financial Activity for the Period ending 7/31/2020
 - b) Work Order Report for the period ending 7/31/2020.
 - c) Vacancy Report for the period ending 7/31/2020.
 - d) Budget Comparatives for the month ending 6/30/2020.
 - e) Laundry Receipts as of July 31, 2020.
 - f) Public Housing Notice 2020-27. Recommending for a Safe Reopening in Phase 3 & 4 dated July 29, 2020.
 - g) Public Housing Notice 2020-28. Mandatory Reporting Requirements dated August 3, 2020.
 - h) Addendum #3 Public Housing Notice 2020-17. Extension of Certain DHCD Required Certifications and Submissions Deadlines. Dated August 4, 2020.
6. Director's Report

7. Old Business

8. New Business.

- a) Consideration to approve HAPI A Dividend in the amount of \$2,928.61.
- b) Consideration to approve DHCD Quarterly Operating Statements and Moderation Cost Report for Saugus Housing Authority 400-1 Program for the period ending June 30, 2020.
- c) Consideration to approve DHCD Quarterly Operating Statements and Modernization Report for Saugus Housing DHCD 689-1 Program for the period ending June 30, 2020.
- d) Consideration to approve proposed changes to the personnel policy to reflect vacation time needs to be taken 50 percent by July 1st and 75 percent by October 1st.
- e) Consideration to pay Guy Moley 175 hour of his vacation time.
- f) Consideration to approve Change Order Number 1, in the amount of \$916.35 for additional work for the Hot Water replacement for Heritage Heights.
- g) Consideration to approve Payment in the amount of \$102,101.72, to Byors and Sons Mechanical LLC for the Domestic Hot Water Heater Replacement at Heritage Heights.
- h) Consideration to approve Payment in the amount of \$11,344.63, to Byors and Sons Mechanical LLC for the Domestic Hot Water Heater Replacement at Heritage Heights.
- i) Consideration to approve the Certificate of Substantial Completion dated 6/19/20 for the Domestic Water Heater Replacement at Heritage Heights.
- j) Consideration to approve the Certificate of Final Completion dated 7/23/20 for the Domestic Water Heater Replacement at Heritage Heights.
- k) Consideration to approve Payment in the amount of \$84.92, to Project Dog, for Domestic Water Heater Replacement dated 6/1/2020.
- l) Consideration to approve Payment in the amount of \$3,160.50 to C.A. Cowley Engineering, Inc. for the Domestic Hot Water Heater Replacement at Heritage Heights dated 7/29/20.
- m) Consideration to approve Payment in the amount of \$96,255.00, to Massey Construction Corporation for Heritage Heights-Building Envelop dated 7/24/20.
- n) Consideration to approve Payment in the amount of \$988.68, to BidDocs OnLine for Heritage Heights-Building Envelop dated 7/13/20.
- o) Consideration to approve Payment in the amount of \$2,450.00 to Keith's Tree Services for DHCD 262078 dated 7/24/20.
- p) Consideration to approve Change Order Number 1 for Massey Construction in the amount of \$22,357.85 for Heritage Heights Envelope repair dated August 7, 2020.

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

10. Adjournment.

The Monthly Board meeting will be held per the state's updated remote meeting guidelines on August 12, 2020 at 3:00 p.m.

