

## **AGENDA**

### Regular Meeting

June 13, 2019

Saugus Housing Authority  
19 Talbot Street  
Heritage Heights Community Room  
Saugus, MA 01906

1. Pledge of Allegiance.
2. Roll Call.
3. Reading of the Minutes of the Regular Meeting May 10, 2019.
4. Report of Financial Activity for the Period ending 4/30/2019.
5. Communications.
  - a) Approval of May 2019 Invoices and Check Registers.
  - b) Work Order Report for the period ending 5/31/19.
  - c) Vacancy Report for the period ending 5/31/19.
  - d) Budget Comparatives for the month ending 4/30/2019.
  - e) Public Housing Notice 2019-13. Technical Assistance for Vacant Land Development dated May 15, 2019.
  - f) Public Housing Notice 2019-14. Public Housing Innovations (PHI) Notice of Funding Availability, Dated May 15, 2019.
  - g) Public Housing Notice 2019-15. Blanket Waiver of 760CMR 6.04 and 760 CMR 6.05 : Rent Determination for Retroactive TAFDC Payments Due to Repeal of the Family Cap Rule. Dated May 17<sup>th</sup> 2019.
  - h) Laundry Receipts as of May 31, 2019.
  - i) Tenant Account Receivable as of April 30, 2019.
6. Comments from the floor (one min per person).
7. Director's Report

8. Old Business

9. New Business

- a) Consideration to approve Administrative Plan Amendment Relating to the Saugus Housing Authority's Application Process and the Use of the Centralized Housing Choice Voucher Waiting List.
- b) Consideration to Approve Certificate of Substantial Completion dated May 30, 2019, for Alpha Contraction Associates, Inc. Fish Number DHCD 262060, Laurel Towers, Selective Window Replacement, 667-3.
- c) Consideration to approve the lowest and most responsible bidder Wetherbee Contracting, Topsfield, MA for DHCD Number 262068, in the amount of \$6,600 for a Re-routing of Storm Drain, 667-1.
- d) Consideration to approve the lowest and most responsible bidder Wetherbee Contracting, Topsfield, MA for DHCD Number 262071, in the amount of \$8,500 for a Fire Hydrant Replacement, 667-3.
- e) Consideration to approve the lowest and most responsible bidder Wholesale Carpet, Charlestown, MA for DHCD Number 262070, in the amount of \$7,696.50 for 667-3.
- f) Consideration to hire a construction consultant to help with interpreting the results of CBI's study of the envelope of Heritage Heights 99-1.

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

- 1. HH resident concerned about smell within her unit.

11. Adjournment.