

AGENDA

Regular Meeting

September 9 3:00 p.m.

Saugus Housing Authority
Heritage Heights Community Room
Saugus, MA 01906

1. Pledge of Allegiance.
2. Roll Call.
3. Reading of the Minutes of the Regular Meeting August 12, 2020.
4. Approval of August 2020 Invoices and Check Registers.
5. Communications.
 - a) Report of Financial Activity for the Period ending 8/31/2020
 - b) Work Order Report for the period ending 8/31/2020.
 - c) Vacancy Report for the period ending 8/31/2020.
 - d) Budget Comparatives for the month ending 8/31/2020.
 - e) Laundry Receipts as of 8/31/2020.
 - f) Addendum #2 Public Housing Notice 2020-21A. Guidance on the end of Rent Cap Policy. Dated July 21, 2020.
 - g) Addendum #3 Public Housing Notice 2020-21A. Guidance on the Treatment of \$300/week Enhanced Unemployment Benefit. Dated August 28, 2020.
 - h) Addendum #1 Public Housing Notice 2020-27. Addendum #1 Frequently asked Questions Regarding Unit Inspections Dated Sept 2, 2020
6. Director's Report
7. Old Business.
 - a) Smoking
8. New Business.
 - a) Consideration to approve HARRG A Dividend in the amount of \$2,087.96
 - b) Consideration to adopt the Utility Allowance effective December 1, 2020 for the Section 8 Program, based on the Report Prepared by Northeastern Utility Consultant, Inc August 2020.
 - c) Consideration for additional Architectural Services, for Exterior Wall Framing for Garofalo Design Associates Incorporated for \$2,500.

- d) Consideration for Additional Services for Designing Balcony Drains, for Garofalo Design Associates Incorporated, for \$4,500.
- e) Consideration to approve Payment 2 in the amount of \$139,930.07, to Massey Construction Corporation for Heritage Heights-Building Envelop dated 8/27/20.
- f) Consideration to approve Change Order Number 3 for Massey Construction in the amount of \$2,926.54 for Heritage Heights Envelope repair dated August 7, 2020.
- g) Consideration to approve Payment 1 in the amount of \$17,076.39, to M-V Electrical Contractors for DHCD 262079. Common Area Lighting Upgrade dated 8/25/2020.
- h) Consideration to approve Change Order Number 1 for M-V Electrical Contractors in the amount of \$70.15 for Common Area Lighting Upgrades dated 8/21/2020.
- i) Consideration to approve Payment 2 in the amount of \$898.76, to M-V Electrical Contractors for DHCD 262079. Common Area Lighting Upgrade dated 8/25/2020.
- j) Consideration to approve contract between PDA Electrical, Inc. out of Stoneham, MA to Upgrade the Alarm Panel at Heritage Heights for \$19,345.00
- k) Consideration to write off \$249.00 balance of a deceased resident at Laurel Gardens.

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

10. Adjournment.