



Board of Commissioners

Monthly Meeting Agenda

October 18, 2018 – 1:00 PM – 40 Belmont Street

1. PROCEDURES

- a. Roll Call
- b. Notice to City Clerk
- c. *Approval Request:* Minutes of Board Meeting on 9/20/18

2. CORRESPONDENCE

- a. Notifying the Board of the WHA Annual Meeting Save the Date Flyer

3. FINANCE

- a. Financial Statement for August 2018
- b. *Approval Request:* Tenant Accounts Receivable Write-Offs
- c. *Approval Request:* For award recommendation relative to contracting for banking services

4. ADMINISTRATION

- a. Status Report: Admissions
- b. Status Report: Property Management
- c. Status Report: Leased Housing
- d. Status Report: Family & Resident Services
- e. Status Report: Public Safety
- f. Status Report: Human Resources
- g. *Approval Request:* Approval of the revised WHA Employee Handbook

5. MAINTENANCE & MODERNIZATION

- a. Status Report: Maintenance
- b. Status Report: Modernization
- c. Status Report: New Projects & Development
- d. Notifying the Board of the Greenwood Gardens Community Room project completion
- e. *Approval Request:* To award the construction contract for the GBV Phase IV project at Great Brook Valley
- f. *Approval Request:* To award the construction contract for the Elevator Modernization project at 1050 Main Street Apartments
- g. *Approval Request:* For Substantial Completion of our contract with Homer Contracting, Inc. relative to Curtis Stair Tower Repairs project
- h. *Approval Request:* To award the construction contract for the Elevator Modernization project at Pleasant Tower Apartments
- i. *Approval Request:* For final completion and payment to our contract with Homer Contracting, Inc. relative to the Hallway Upgrades Phase II project at Curtis Apartments

6. EXECUTIVE DIRECTOR

- a. *Approval Request:* For a Mentoring Services Agreement with Leominster Housing Authority
- b. *Approval Request:* To submit an application for funding from the Massachusetts Department of Housing and Community Development's (DHCD) Modernization to Independence Federalization program
- c. *Approval Request:* For the award recommendation relative to contracting for Consulting Services for a Feasibility Study
- d. *Approval Request:* To enter into a Management Agreement with the Holden Housing Authority

7. TENANT PARTICIPATION / RECOGNITION**8. ADJOURNMENT**