



# Board of Commissioners

## Monthly Meeting Agenda

May 15, 2024 – 1:00 PM – 630A Plantation Street  
Call in number (657) 220-3242    Access Code: 184-148-855

*Note: Proceedings of this meeting are being audio recorded. Please shut off all electronic devices.*

### 1. **PROCEDURES**

- a. Roll Call
- b. Notice to City Clerk
- c. *Approval Request:* For the Minutes from April 18, 2024, Regular Meeting.

### 2. **CORRESPONDENCE**

- a. Notifying the Board of the notification from the U.S. Department of Housing and Urban Development for the Rental Assistance Demonstration Conversion Conditional Approval for Curtis Innovations, Worcester, MA.
- b. Notifying the Board of the notification from the Executive Office of Housing & Livable Communities for the Resident Service Coordinator Initiative Funding at the Holden Housing Authority.

### 3. **FINANCE**

- a. Financial Statements through March 31, 2024.
- b. Notifying the Board of write-offs related to tenant's accounts receivable for the 12 months ended March 31, 2024.
- c. *Approval Request:* For the Federal and State Tenant Accounts Payable Write-offs.
- d. *Approval Request:* For the award recommendation relative to contracting for Independent Public Accountant Audit Services to Marcum LLP.

### 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:* For the Section 8 Management Assessment Program (“SEMAP”) management operations certification for FY 2024.

## **5. MAINTENANCE, MODERNIZATION, and DEVELOPMENT**

- a. Status Report: Maintenance
- b. Status Report: Modernization
- c. Status Report: New Projects & Development
- d. Notifying the Board of the contract termination for RCE Co. Inc. dba Ray Croteau Electric Upgrades project at 12-1 Great Brook Valley Gardens, 12-11 Hooper Apartments, and 12-16 Providence, North & Sigourney Streets.
- e. Notifying the Board of a work order for design services relative to the FISH 348181 689-04 199 Providence Street Unit Modernization.
- f. Notifying the Board of Amendment 1 to our Designer Contract with ATLAS Technical Consultants LLC, the firm for the 2023-24 Building Futures Inc. Phase 1 Environmental Assessment at 705-1 Main South Gardens and 705-2 Scattered Sites.
- g. *Approval Request:* For Change Order No. 1 to our contract with Aegean Builders LLC for WHA Contract No. 348169 Window Replacement Project at Greenwood Gardens.
- h. *Approval Request:* For final payment and closeout documentation for Cornerstone Building Services LLC relative to the Great Brook Valley Renovations project at MA 12-1 Great Brook Valley Gardens.
- i. *Approval Request:* For Change Order No. 9 to our contract with Thielsch Engineering, Inc. for the 2021-05 Boiler Room Improvements project at MA 12-8 Lincoln Park Tower.
- j. *Approval Request:* For Change Order No. 5 to our contract with D.M.H. Electric Inc., the General Contractor for the 2023-10 Fire Alarm Upgrades at MA 12-18 Elm Park Tower.
- k. *Approval Request:* For Change Order No. 2 to our contract with Riverdale Plumbing & Heating Inc. for the 2022-37 Bathroom Fan Upgrades at MA 12-1 Great Brook Valley Gardens.

- l. *Approval Request:* For Change Order No. 1 to our contract with Diversified Construction Services LLC, the General Contractor for the 2023-19 Fire Suppression Upgrades project at MA 12-18 Elm Park Tower.
- m. *Approval Request:* For Change Order No. 3 to our contract with Campora Construction Co. Inc., for the 2022-30 Door Upgrades project at MA 12-2 Addison Apartments.
- n. *Approval Request:* For submittal of an application to the Executive Office of Housing and Livable Communities for the HousingWorks Infrastructure Program for the Lakeside Apartments Redevelopment Phase 1 Project.
- o. *Approval Request:* For submittal of an application to the Executive Office of Housing and Livable Communities for the HousingWorks Infrastructure Program for the Curtis Apartments Redevelopment Phase 2 Project.

**6. CHIEF EXECUTIVE OFFICER**

- a. Construction Development Progress Report

**7. TENANT PARTICIPATION / EMPLOYEE RECOGNITION**

**8. ADJOURNMENT**