



# Board of Commissioners

## Monthly Meeting Agenda

August 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 June 20, 2024, Regular Meeting.

### **2. CORRESPONDENCE**

- a. Notifying the Board of the notification from the Executive Office of Housing & Livable Communities (EOHLC) of the Public Housing Notification 2024-08 for the Amendments to State-Aided Public Housing Lease and Lease Addendum.
- b. Notifying the Board of the notification from EOHLC of the Public Housing Notification 2024-09 for the Notice of Funding Availability (NOFA) for the Local Housing Authority Housing Now Program.
- c. Notifying the Board of the notification from EOHLC of the Public Housing Notification 2024-10 for the changes to the Chief Administrative and Financial Officer Programs for Acceptable Use Policy (AUP) starting with FYE 2024.
- d. Notifying the Board of the award from the 2024 AARP Community Challenge Grant.
- e. Notifying the Board of the grant award from the City of Worcester & the Community Development Block Grant to the Worcester Housing Authority for the Senior Transportation Program.
- f. Notifying the Board of the grant award from the City of Worcester & the Community Development Block Grant to the Worcester Housing Authority for the 1060 Main Street Ramp Project.
- g. Notifying the Board of the Performance Management Review Desk Audit Summary for FYE 2024 from EOHLC.
- h. Notifying the Board of the notification from the Department of Housing and Urban Development for the results of the Section 8 Management Assessment Program (SEMAP) FY Ending 03/31/2024.

- i. Notifying the Board of the notification from EOHLC related to approvals of submitted 2025 WHA Budgets for Low Income Public Housing (400-1), Voucher (MRVP), and State Special Needs (689).
- j. Notifying the Board of the notification from EOHLC for the Public Housing Notice 2017-05 for the Step-by-Step Guide on the Mandatory State-aided Local Housing Authorities Board Member Training.

### **3. FINANCE**

- a. Financial Statements through June 30, 2024.
- b. Notifying the Board of the quarterly write-offs related to tenants accounts receivable for the 3 months ending June 30, 2024.
- c. *Approval Request:* For the State Tenant Accounts Payable Write- offs.
- d. *Approval Request:* For State and Federal Accounts Receivable Write-offs.
- e. *Approval Request:* To rescind the Security and Last Month's Rent Deposit Policy effective September 1, 2024.

### **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:* To amend the WHA Admissions of Continued Occupancy Policy (ACOP) to meet new requirements in accordance to Housing Opportunity Through Modernization Act (HOTMA).
- h. *Approval Request:* To amend the Worcester Housing Authority Housing Choice Voucher Administrative Plan to meet new requirements in accordance to Housing Opportunity Through Modernization Act (HOTMA).
- i. *Approval Request:* To amend the WHA ACOP related to relocation of residents and program integrity.

- j. *Approval Request:* To amend the Worcester Housing Authority and Continued Occupancy Policy specifically Section 9

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

- a. Status Report: Maintenance
- b. Status Report: Modernization
- c. Notifying the board of a work order for design services relative to the Blackstone River Road Vacant Unit Renovations with RGB Architects was approved by the Executive Office of Housing & Livable Communities on July 3, 2024.
- d. *Approval Request:* For Change Order No. 4 to our contract with Greenwood Industries Inc. General Contractor for the 2020-01 Façade Renovations project at MA 12-5 Pleasant Tower.
- e. *Approval Request:* To accept Amendment #1 to our Capital Improvement Work Plan 4050 for the ARPA Targeted Award.
- f. *Approval Request:* Confirming Vareika Construction, Inc., as the lowest responsible and eligible bidder for the awarding of the construction contract for the Siding and Ramp Replacement at 309 Hamilton Street.
- g. *Approval Request:* For Change Order No. 4 to our contract with Campora Construction Co. Inc., for the 2022-30 Door Upgrades project at MA 12-2 Addison Apartments.
- h. *Approval Request:* For final payment and closeout documentation for Pasquazzi Bros. Inc. relative to the Selective Demolition project at 24 Mill Street.
- i. *Approval Request:* For Change Order No. 2 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.
- j. *Approval Request:* For the award recommendation relative to contracting for Telephone Answering Services.
- k. *Approval Request:* For the award recommendation relative to contracting for Painting Services.
- l. *Approval Request:* For the execution of the necessary documents pertaining to the federalization application for Executive Office of Housing and Livable Communities (EOHLC) properties 705-1 Main South Gardens and 705-2 Scattered Sites.

- m. *Approval Request:* For Change Order No. 01 to our contract with Stutman Contracting, Inc. for the 2023-04 Elevator Upgrades at MA 12-8 Lincoln Park Tower.
- n. *Approval Request:* For Change Order No. 02 to our contract with Stutman Contracting, Inc. for the 223-05 Elevator Upgrades at MA 12-12 Belmont Tower.
- o. *Approval Request:* For the Final Payment and closeout documentation for DHM Electric, Inc. relative to the Fire Alarm Upgrades project at MA 12-18 Elm Park Tower.

**6. CHIEF EXECUTIVE OFFICER**

- a. Construction Development Progress Report
- b. Notifying the Board of the notification from the Executive Office of Housing and Livable Communities for the funding of the Curtis Apartments Phase 2 project from the Public Housing Innovations 2024 Funding Round.

**7. TENANT PARTICIPATION / EMPLOYEE RECOGNITION**

**8. ADJOURNMENT**