



HOLYOKE HOUSING AUTHORITY

475 Maple Street, Suite One
Holyoke, MA 01040-3798
Phone 413-539-2220, Fax 413-539-2227, T.D.D. 1-800-545-1833 Ext. 510
An Equal Opportunity / Affirmative Action Agency

NOTICE OF REGULAR BOARD MEETING

NOTICE IS HEREBY GIVEN IN ACCORDANCE WITH SECTIONS 18-25 OF MGL CHAPTER 30A OF THE GENERAL LAWS

THAT THE MEETING OF THE MEMBERS OF THE BOARD OF THE HOLYOKE HOUSING AUTHORITY WILL BE HELD AT:

HOLYOKE HOUSING AUTHORITY

FALCETTI TOWERS COMMUNITY ROOM

VIA ZOOM MEETING

Register in advance for this meeting:

<https://us02web.zoom.us/join/register/tZcudO6gqDssHNwOqWe4XhU7wVqCvrK8UknW>

or go to www.holyokehousing.org

AFTER REGISTERING, YOU WILL RECEIVE A CONFIRMATION EMAIL CONTAINING INFORMATION ABOUT JOINING MEETING

475 MAPLE STREET

HOLYOKE, MA 01040

THURSDAY SEPTEMBER 3, 2020 AT 12:00 PM

IN THE CITY OF HOLYOKE, MASSACHUSETTS

**HOLYOKE HOUSING AUTHORITY
REGULAR BOARD MEETING
(Via Zoom Meeting)**

**Thursday September 3, 2020 at 12:00 pm
475 MAPLE STREET, HOLYOKE, MA 01040**

AGENDA:

1) DHCD – 2021 Annual Plan

- Open Public Hearing for Annual Plan comments

2) To approve minutes: June 4, 2020

3) EXECUTIVE DIRECTOR REPORT

A) RESOLUTIONS

1) Legal Services, Mixed Finance Transactions

- To approve the solicitation of two three-year contract for Mixed Finance Transactions Legal Services with an option, in HHA's sole discretion, to renew for a period of up to two additional one-year terms.

2) 2nd Quarter Write-Offs

- To approve 2nd quarter write-offs 2020 in the amount of \$3,722.96. Accounts from tenants who moved out, were evicted, or died during occupancy.

3) Disposal Surplus Property

- To authorize the Executive Director to dispose of inventory identified as obsolete by soliciting formal bids.

4) Central Maintenance Facility – Office Renovations Project

- To award the Central Maintenance Facility Office Renovations Project to the lowest responsive, responsible bidder, Inglewood Development Corp., with a bid amount of \$744,033.

5) DHCD Project 137086 – Siding Replacement, Scattered Sites 705-1

- To approve Change Order 1 in the amount of \$814.20 increasing the contract from \$104,000 to \$104,814.20.
- To approve the Certificate of Substantial Completion.
- To approve the Certificate of Final Completion and conclude the close-out process.

6) Technology Policy

- To adopt the proposed Electronic Technology Policy to strengthen HHA operations.

7) Purchase of Vehicles – VEH98, 2020 Ford Ranger

- To approve the purchase of two (2) 2020 Ford Ranger Pickups not to exceed \$62,290.

8) Beaudoin Village Roof Siding Replacement and Exterior Finishes

- To approve Change Order #1 in the amount of \$190,096 increasing the total contract amount to \$1,000,096 and a 45-day extension.

B) CURRENT ISSUES REPORTS (open for discussion)

- 1) Maintenance/Admissions
- 2) Modernization Report
- 3) Development Report
- 4) Finance Department Report
- 5) Resident Services Report
- 6) Leased Housing
- 7) MIS Department
- 8) Senior Property Manager Report
- 9) Legal Update

C) EXECUTIVE SUMMARY

D) NEW BUSINESS

- Updates
- CPA Nomination
- DHCD Annual Plan Discussion

E)

F) EXECUTIVE SESSION

G) ADJOURN

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.