



## **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 SPECIAL 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:**

Join Zoom Meeting

<https://us02web.zoom.us/j/83934818896?pwd=SU1a3ZINzFJRHovWFFvUWdGOVpndz09>

Meeting ID: 839 3481 8896

Passcode: 295183

or go to [www.holyokehousing.org](http://www.holyokehousing.org)

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

**475 MAPLE STREET**

**HOLYOKE, MA 01040**

**THURSDAY FEBRUARY 23, 2023 AT 6:00 PM**

**IN THE CITY OF HOLYOKE, MASSACHUSETTS**

**HOLYOKE HOUSING AUTHORITY  
SPECIAL BOARD MEETING**

**Via Zoom**

**Register in advance for this meeting (click below)**

<https://us02web.zoom.us/j/83934818896?pwd=SUU1a3ZlNzFJRHovWFFvUWdGOVpndz09>

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

**Thursday February 23, 2023, at 6:00 pm  
475 Maple Street, HOLYOKE, MA 01040**

**AGENDA:**

1) To approve minutes: January 12, 2023

2) **EXECUTIVE DIRECTOR REPORT**

**A) RESOLUTIONS**

**1. Approval of changes to ACOP/Admin Plan**

- To approve proposed updates to the Admissions and Continued Occupancy Policy (ACOP) and Administrative Plan for staff use.

**2. State Modernization – Project 137094 667-3 Congregate House Roof Replacement**

- To accept CFA 5010 for weatherization upgrades at the Congregate House.
- To authorize the Executive Director to accept all new DHCD Contracts for Financial Assistance (CFA's) awarding funding to the HHA.

**3. DHCD Project 137094 – 667-3 Congregate House Roof Replacement**

- To award the Congregate House Roof Replacement project to the lowest responsive, responsible bidder, Larochelle Construction Co., in the amount of \$103,000 (base bid plus alternate 1), contingent upon DHCD approval.

**4. South Holyoke Homes Phase 1 – Change Order 9.**

- To approve Change Order No. 9 in the amount of \$158,832.00 increasing the contract from \$4,338,606.26 to \$4,497,438.26 and extending the time for completion one hundred and fifty-seven (157 days to March 27, 2023).

**5. Purchase of Vehicles – VEH110, 2023 Ford Transit**

- To approve the purchase of a 2023 Ford Transit not to exceed \$50,935.

**6. Department of Housing and Community Development (DHCD) – Lead Paint Certification.**

- To approve the Lead Paint Certification.

## **7. Department of Housing and Community Development (DHCD) – Year End Financials**

- a. To approve the State Year End Statement and approve submission of required certifications as presented by Teresa Ewald, Fee Accountant.

### **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**

### **E) EXECUTIVE SESSION**

- Purchase or sale of Real property.
- Contract Negotiations.

### **F) ADJOURN**

*The listing of matters is those 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.*