

Hudson Housing Authority Agenda

Place of Meeting: Virtual Zoom conference

April 7, 2020

6:30 P.M.

To participate remotely click on link: <https://zoom.us/j/615866946>

Conference call-in details are here, if you wish to join the meeting for audio only via telephone:
Meeting ID: **615-866-946** One tap mobile: + 13126266799, 16465588656, 13462487799,
16699009128, 12532158782, 13017158592

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A§§ 18-25

1. Call to order
2. Minutes to be Approved
 - a. Minutes of February 6, 2020 Regular Meeting
3. Financial Reporting and Accounts Payable
 - a. Budget comparative report through February 29, 2020
 - b. Accounts Payable Report for February 2020
 - c. Accounts Payable Report for March 2020
4. Warrants:
 - a. Transfer of Funds February & March 2020
 - b. Payroll – February & March 2020
 - c. Housing Assistance Payments for March & April 2020
5. Projects and Contracts
 - a. 667-1 Brigham Circle Drainage Project FISH #141059
 - i. Site meeting was held on 3/18 with the designer, RCAT project manager, contractor, and HHA personnel
6. New Business
 - a. Board to note start date of new maintenance employee Juan Santana Martinez of 2/24/2020
 - b. Board to review Contract for Accounting Services by and between Hudson Housing Authority and Milne, Shaw & Robillard, P.C.
 - c. Discussion and update on HUD 5-Year Plan
 - i. Board to note annual public hearing scheduled for April 30, 2020

- ii. Approval sought to allow Chairman to sign Annual Certification and Board Resolution of Civil Rights Certification
- d. Board to consider using program MA091-1 funds to replace the HHA office door with a handicap accessible door
- e. Board to note that shared on-call maintenance responsibilities with Acton Housing Authority ended on February 2, 2020
- f. COVID-19 UPDATE
 - i. Office and maintenance operating procedures update by Director Beaulieu, including:
 - i. HUD updates
 - ii. DHCD PHN 2020-11, PHN 2020-12, and DHCD Budget Guidelines Update
 - iii. Status of supplies at HHA
 - ii. Board to note emergency purchase of 3 laptops for administrative staff purchased with \$5,000 technology budget exemption in the FY20 budget guidelines
 - iii. Board to discuss visitors to HHA properties during COVID-19 outbreak

7. Old Business

- a. Insurance Claim: 5 Brigham Circle, tree fell on building, 10/17/19
 - i. Certificate of Completion signed by DHCD and insurance adjuster; project complete
- b. Update on reasonable accommodation install of roll-in shower unit
- c. Board to note that first delivery of Open Table, Inc.'s mobile food pantry service is scheduled for Wednesday, April 8, 2020

8. Other Business

9. Executive Session

10. Adjournment

Attached: Order Suspending Certain Provisions of the Open Meeting Law, MGL 30A §§ 20

Posted By: Jaclyn Beaulieu

Posted Date: March 30, 2020