

# **Hudson Housing Authority Agenda**

**Place of Meeting:**  
**Brigham Circle Community Center (6 Brigham Circle)**  
**Hudson, MA 01749**

**April 13, 2023**  
**6:30 P.M.**

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

1. Call to order
2. Board to review and consider adoption of updated HHA Personnel Policy
  - a. Atty. Michele Randazzo to review any questions or comments posed by the Board
3. Board to consider adoption of updated Fraud policy
4. Board to consider rescinding current HHA policies incorporated in the updated Personnel Policy. Policies to rescind include:
  - a. Travel Policy
  - b. Progressive Discipline Policy
  - c. Computer Policy
  - d. Sexual Harassment Policy
  - e. Credit Card Policy
5. Minutes to be Approved
  - a. Minutes of March 9, 2023 regular meeting
6. Financial Reporting and Accounts Payable
  - a. Budget comparative reports 10/1/22 through 2/28/23
  - b. Accounts Payable Report for March 2023
7. Warrants:
  - a. Transfer of Funds: March 2023
  - b. Payroll: March 2023
  - c. Housing Assistance Payments: April 2023
8. Projects and Contracts
  - a. Project 667-1&2 Brigham Circle Call Box Replacement (FISH #141071)
    - i. Board to consider approval of Certificate of Substantial Completion (CSC)
    - ii. Board to consider approval of Certificate of Final Completion (CFC)

- b. Project 667-2 Brigham Circle Window Replacement Project (FISH #141072)
  - i. Board to consider acceptance of fee proposal from designer Andrew Brockway
- c. Project 667-2 Brigham Cir ARPA Fed Pacific Replacement and Fire Alarm Upgrade (FISH 141073)
  - i. Schematic design submitted 4/4 by BLW Engineers; under review by DHCD
- d. Project 91-1 Norma Oliver Village Appliance Replacement
  - i. Update: Installation complete
- e. Project 91-1 Norma Oliver Village Window Replacement Project
  - i. Windows delivered to contractor; construction mobilization to start week of April 24

9. New Business

- a. Board to consider adoption of Amendment #10 to Capital Improvement Work plan 5001 in the amount of \$646,155.00, funding the FY24, FY25, and FY26 formula funding awards (Capital funding for Brigham Circle (667), 49 Washington St (689), and 8 Irving St (167))
- b. Board to consider authorizing the chairperson to sign Executive Director/Board Approval Regarding Wage Match form for annual acknowledgement of policies related to the Wage Match system
- c. Board to note HUD approval of the Norma Oliver Village 5-Year Action Plan 2023-2027
- d. Board to note High Performer designation status given to Hudson Housing Authority by HUD's Public Housing Assessment System (PHAS)

10. Old Business

- a. HHA resident matters
  - i. Norma Oliver Village community center key fob access system
  - ii. Norma Oliver Village garden
  - iii. New comments

11. Other Business

- a. Board to set next meeting date, time and location

12. Executive Session

13. Adjournment

Posted By: Jaelyn Beaulieu  
Posted Date: April 7, 2023