

# **Hudson Housing Authority Agenda**

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

**November 2, 2023**  
**6:30 P.M.**

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

1. Call to order
2. Minutes to be Approved
  - a. Minutes of October 12, 2023 regular meeting
3. Financial Reporting and Accounts Payable
  - a. FYE 9/30/2023 PROCESSING
    - i. Board to consider approval of FYE 9/30/23 forms and certifications for submission to HUD and/or EOHLC
  - b. Board to consider approval of FY2024 Executive Director Salary Schedule
  - c. Board to consider approval of the HHA FY2024 BUDGET
  - d. Accounts Payable Report for September 2023
  - e. Accounts Payable Report for October 2023
4. Warrants:
  - a. Transfer of Funds: October 2023
  - b. Payroll: October 2023
  - c. Housing Assistance Payments: defer November 2023 to December meeting
5. Capital Projects and Contracts
  - a. Project 667-2 Brigham Circle Window Replacement Project (FISH #141072)
    - i. Update: Notice to Proceed issued 10/16/23, windows on order
  - b. Project 667-2 Brigham Cir ARPA Fed Pacific Replacement and Fire Alarm Upgrade (FISH 141073)
    - i. Schematic design still under final EOHLC review
6. New Business
  - a. Commissioners to consider extension of Contract for Accounting Services with Milne, Shaw, & Robillard, PC for FY24 and FY25

- b. Commissioners to consider Payment in Lieu of Taxes (PILOT) federal program 91-1 for FY22 totaling \$33,756.00
  - c. Commissioners to consider payment to Wattsaver Lighting Products for smoke and carbon monoxide detectors for Norma Oliver Village
  - d. Discussion of Brigham Circle storage areas
7. Old Business
- a. Commissioners to consider purchase of a Form F-250 Crew Cab truck for maintenance department
  - b. Update on Brigham Circle building signage upgrade project
  - c. Update on radioactive waste pickup noted by Casella Waste Systems
  - d. HHA resident matters
    - i. New comments
8. Other Business
- a. Board to set next meeting date, time and location of next meeting
9. Executive Session
10. Adjournment

Posted By: Jaclyn Beaulieu  
Posted Date: October 27, 2023  
Revised Date: October 31, 2023