



# Board of Commissioners

## Monthly Meeting Agenda

May 18, 2023 – 9:00 AM – 630A Plantation Street  
Call in number (657) 220-3242 Access Code: 184-148-855

*Note: Proceedings of this meeting are being audio recorded. Please shut off all electronic devices.*

### 1. **PROCEDURES**

- a. Roll Call
- b. Notice to City Clerk
- c. *Approval Request:* Approval of the Minutes from April 20, 2023, Regular Meeting

### 2. **CORRESPONDENCE**

- a. Notifying the Board of the approval by the Department of Housing and Urban Development of the Worcester Housing Authority Plan submission.

### 3. **FINANCE**

- a. Financial Statements through March 31, 2023
- b. Status Report: For tenant Write-off summary related to State and Federal accounts receivable for Fiscal Year 2023.
- c. *Approval Request:* For the Accounts Receivable Federal & State tenant Write-offs
- d. *Approval Request:* For the Accounts Payable Federal & State tenant Write-offs

### 4. **ADMINISTRATION**

- a. Status Report: Admissions
- b. Status Report: Property Management
- c. Status Report: Leased Housing
- d. Status Report: Family & Resident Services
- e. Status Report: Public Safety
- f. Status Report: Human Resources
- g. *Approval Request:* For the Section 8 Management Assessment Program ("SEMAP") management operations certification for FY 2023

**4. ADMINISTRATION (cont.)**

- h. *Approval Request:* For the 2023 Worcester Housing Authority HUD Annual Plan Significant Amendment #1.
- i. *Approval Request:* To amend the Worcester Housing Authority Housing Choice Voucher Administrative Plan.
- j. *Approval Request:* For changes made to §012 – Reexamination of the WHA Admissions and Continued Occupancy Policy (ACOP).

**5. MAINTENANCE, MODERNIZATION, and DEVELOPMENT**

- a. Status Report: Maintenance
- b. Status Report: Modernization
- c. Status Report: New Projects & Development
- d. *Approval Request:* To create a proprietary specification for Notifier Systems for the fire alarm systems in all Worcester Housing Authority managed properties.
- e. *Approval Request:* For Change Order No. 2 to our contract with Almar, LLC., for Worcester Housing Authority Contract No. 2021-13 Roof Replacement Project for Greenwood Gardens.
- f. *Approval Request:* For A&E services closeout documentation for Dixon Salo Architects, Inc. relative to the Indefinite Quantity Contract for Architectural Design and Construction Administration Services for all Federal Developments between Worcester Housing Authority/Owner and Dixon Salo Architects, Inc.
- g. *Approval Request:* To award the construction contract for the Electrical Upgrades project at MA 12-1 Great Brook Valley Gardens, 12-11 Hooper Apartments, and 12-16 Providence, North, and Sigourney Streets.
- h. *Approval Request:* For Change Order No. 1 to our contract with Thielsch Engineering, Inc. for the 2021-05 Boiler Room Improvements at MA 12-8 Lincoln Park Tower.
- i. *Approval Request:* For the award recommendation relative to contracting for remediation of Asbestos containing materials.

**5. MAINTENANCE, MODERNIZATION, and DEVELOPMENT (cont.)**

- j. *Approval Request:* To submit a Rental Assistance Demonstration (RAD) application for Lakeside Apartments to the Department of Housing and Urban Development
- k. *Approval Request:* To award the construction contract for Elm Park Tower fire alarm upgrades to D.M.H. Electric, Inc.

**6. CHIEF EXECUTIVE OFFICER**

- a. *Approval Request:* For selection of Worcester Housing Authority Commissioner to serve on the Worcester's Community Preservation Act Committee.

**7. TENANT PARTICIPATION / EMPLOYEE RECOGNITION****8. ADJOURNMENT**