

# Memo

**To:** All Staff Members  
**From:** Thomas G. Thibeault, Executive Director  
**Date:** 10/24/2024  
**Re:** Notes from the October Board Meetings

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At the Special Meeting on October 2, 2024, the Brockton Housing Authority Board of Commissioners took the following action:

1. Appointed Johanna Guzman-DeSouza of Brockton to the position of Clerk Typist effective October 15, 2024.

At their Regular Meeting on October 24, 2024, the Brockton Housing Authority Board of Commissioners took the following action:

1. Approved the minutes of the Regular Meeting of September 26, 2024 and the Special Meeting of October 2, 2024 as written;
2. Approved the bills for the Regular Meeting of October 24, 2024
3. Accepted the financial comparatives for the period ending August 31, 2024 and put on file;
4. Accepted the Executive Director's Report for October 24, 2024 and put on file;
5. Approved amendment to the Brockton Housing Authority Section 8 Administrative Plan to reflect the new affordable housing website that MassNAHRO uses for the centralized Housing Choice Voucher waiting list;
6. Approved the HUD Payment Standards as presented based on HUD's recently published Small Area Fair Market Rents effective January 1, 2025;

7. Awarded three year contracts in an amount not to exceed \$150,000 to Gibson Roofing of Hanover MA and Greenwood Industries of Worcester MA for on call roofing repairs and maintenance services;
8. Approved Change Order #1 in the amount of \$47,847.21 and a no cost 35 calendar day time extension to the contract with Triumph Roofing Inc. of Baldwinville MA for the comprehensive roof replacement at Belair Heights, Project 24-2;
9. Approved the 2020 Actual Modernization Cost Certificate as presented.