

Memo

To: All Staff Members
From: Thomas G. Thibeault, Executive Director
Date: 10/1/2024
Re: Notes from the September Board Meeting

At their Regular Meeting on September 26, 2024, the Brockton Housing Authority Board of Commissioners took the following action:

1. Appointed Monica Fuentes of Hanover to the position of Affordable Housing LIHTC Asset Manager effective September 30, 2024;
2. Appointed Jennifer Monahan of Hadley to the position of Rental Assistance State Voucher Coordinator effective September 30, 2024;
3. Approved the Bills for the Regular Meeting of September 26, 2024 as presented;
4. Approved the minutes of the Regular Meeting of June 27, 2024, the Annual Meeting of June 28, 2024 and the Special Meeting of August 6, 2024 as written;
5. Accepted, with regret, the resignation of Tamara Jordan-Collymore, Rental Assistance State Voucher Coordinator effective August 30, 2024;
6. Approved the 2024 Utility Allowance Schedule as presented, effective October 1, 2024;
7. Approved the Brockton Housing Authority 2025 Annual Plan and Five Year Capital Plan;
8. Approved Resolution #24-01: Resolution Approving the Submission of the Brockton Housing Authority Annual Plan, Five Year Capital Plan and Moving to Work Supplement for Fiscal Year 2025;

9. Awarded a contract in the amount of \$68,000 to Byors and Sons Mechanical LLC of Marblehead for the low flow toilet replacement project at Belair Heights;
10. Approved Change Order #1 in the amount of \$21,966.14 and a 20 day no cost time extension to the contract with MCI Contracting Inc. of Stoughton for the second floor balcony repairs at Rainbow Terrace;
11. Approved Change Order #2 in the amount of \$52,282.64 and a 330 day no cost time extension to the contract with MCI Contracting Inc. of Stoughton for the second floor balcony repairs at Rainbow Terrace;
12. Approved Change Order #3 in the amount of \$81,149.55 and a no cost 95 day time extension to the contract with Hub Electric Inc. of Woburn for the electric heating upgrades at Belair Tower;
13. Approved the Certificate of Completion Consolidated and Certificate of Release as of March 25, 2024 to the contract with Hub Electric Inc. of Woburn MA for the electric heating upgrades at Belair Tower;
14. Accepted the financial comparatives for the period ending July 31, 2024 and put on file;
15. Accepted the Executive Director's Report for September 26, 2024 and put on file;
16. Approved Operating Budget Revisions #1 for the State public housing Program 400-1; Federal Housing Program AMP 1; Federal Housing Program AMP 2; Section 8 Housing Choice Voucher Program; Central Office Cost Center and Affordable Housing Program.