

AGENDA

**BROOKLINE HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
TUESDAY, May 28, 2024, 4:30 PM**

In Person 90 Longwood Avenue, Community Room

or

By Telephone Conference Call: (929) 205 - 6099

Meeting ID: 810 7841 2753 Passcode: 052719

or by Zoom Meeting Link:

<https://us02web.zoom.us/j/81078412753?pwd=Mjc1bFhzeHZGc1p0WWFDczhzL0hPQT09>

1. Call to Order	
2. Board Reports	No Votes
3. Executive Director Report	No Votes
4. Public Comment	No Votes
5. Consent Agenda	Vote to approve Consent Agenda, Items 5.A. through 5.G.
A. Approval of Minutes	Vote to approve the April 9, 2024, Board Meeting Minutes.
B. Substantial Completion 11 Harris Street	Vote to approve Substantial Completion of the exterior siding project at 11 Harris Street. Substantial Completion has been approved by the project architect, Studio Umbra LLC.
C. Final Completion 11 Harris Street	Vote to approve Final Completion of the exterior siding project at 11 Harris Street with Morales General Contractor.
D. Change Order Kickham Apartments Repointing Project	Vote to affirm change order #1 in the amount of \$3,012.00 with Contracting Specialists Inc. for removal of brick, installation of new flashing, and new brick between the storefront window and roof line for the Kickham Apartments repointing project. This change order has been approved by the project architect, BWA Architecture.

<p>E. Change Order High Street Veterans Bathroom Fan Phase II Project</p>	<p>Vote to approve change order #1 in the amount of \$20,366.17 and 60 additional days with Araujo Bros. Plumbing Inc. for surge protection at new load centers as part of the High Street Veterans bathroom fan installation project phase 2.</p>
<p>F. Contract Award 61 Park Street Mailbox Replacement</p>	<p>Vote to approve a contract in the amount of \$28,396.50 with Brookline Lock Company for new mailboxes at 61 Park Street.</p>
<p>G. Contract Award Translation Services</p>	<p>Vote to approve a contract with Cross Cultural Communication Systems, Inc. in the amount of \$80/hour to provide translation services at resident meetings.</p>
<p>6. HUD Capital Plan FY 2024 - 2028</p>	<p>Vote to approve the Brookline Housing Authority's FY 2024 – 2028 Capital Plan for Federal Public Housing for projects in the HUD Capital Funds Program (CFP).</p>
<p>7. Contract Award Mass Notification System</p>	<p>Vote to approve a one-year service contract in the amount of \$5,400.00 with Everbridge, Inc. for a Mass Notification System to better contact and inform BHA residents and staff.</p>
<p>8. Section 8 Management Assessment Program</p>	<p>Vote to approve the Section 8 Management Assessment Program Certification and submission.</p>
<p>9. Administrative Plan Housing Choice Voucher Program</p>	<p>Vote to approve the updated Administrative Plan including updates to ensure compliance with Housing Opportunity Through Modernization Act (HOTMA) as required by HUD.</p>
<p>10. FY 2024 Write-off Tenant Accounts Receivables</p>	<p>Vote to authorize write-offs of bad debt for the Federal and State Public Housing Programs and other BHA properties.</p>
<p>11. FY 2024 EOHLC Year End Certifications</p>	<p>Vote to approve the FY 2024 Year-end Income and Expense Reports and EOHLC Certifications.</p>
<p>12. 32 Marion Street Change Order</p>	<p>Vote to approve change order #020 in the amount of \$53,560 for the cost to switch out duct smoke detectors to common areas in place of dampers smoke/fire dampers to residential to response to a review by the code compliance consultant and other small miscellaneous items.</p> <p>Vote to approve change order #027 in the amount of \$205,916 to reimburse the contractor contingency for the cost of the electrical and plumbing permits. MEP permits are not included in the Town's waiver of permitting fees, but the construction contract assumed that all building-related permits would be waived.</p>

13. Other Business	
14. Upcoming Meetings	June 11, 2024, at 4:30PM
15. Executive Session	<p>Discussion of AFSCME Collective Bargaining terms and potential vote to authorize Memorandum of Agreement by and between Brookline Housing Authority and AFSCE Council 93, Local 1358.</p> <p>Conduct strategy session in preparation for negotiations with nonunion personnel.</p>
16. Vote to Adjourn	