

# REGULAR MEETING

August 21, 2018

**Agenda**

204 Elm Street (C O A)

6:00pm

## CONSENT AGENDA

1. **MINUTES**  
Regular Meeting – June 14, 2018 (No meeting in July)
2. **FINANCIALS**  
Check Register June & July 2018  
Balance Sheets- June & July 2018  
Financial Reports dated August 7<sup>th</sup>, **Year End**
3. **MODERNIZATION/FORMULA FUNDING**  
**CIP Plan - update**
4. **MONTHLY REPORTS**  
Section 8  
Conventional Housing
5. **TENANT ASSOCIATIONS:**
6. **OLD BUSINESS**

## BUSINESS AGENDA **NEW BUSINESS**

- A. E.D reports status on hiring new staff.
- B. E.D. requests authorization to sign new contract with Shred It to \$70 every other month (\$420 per year.)
- C. E. D. Requests Board authorization to grant Family Leave for staff surgery and recovery.
- D. E.D. informs the Board of MA State Budget status and Public Housing line item. \$66M Passed!
- E. E.D. informs the Board of new administrative requirement:  
As of August 2, 2018, NAHA Maintenance Staff are required to keep a pair of protective boots (steel-toe, etc.) close at hand for wear “as needed”. Further safety requirements will be proposed as policy.
- F. E.D. requests authorization to add BJ’s membership as employee benefit to current staff members.  
The cost is minimal at \$35 per member, totaling \$ 350 per year.
- G. E.D consults with Board about annual 15 yard dumpster provision at each property  
(cost \$2,400 for 6 dumpsters) **2018 cost was \$2,979**
- H. E.D. requests authorization to contract with answering service—for enhanced assurance and reliability.  
What began as concern for potential non-response has been reviewed. The proposed contact cost is \$97 per month. This represents 23% discount from their flat rate fees. (from \$125 to \$97)
- I. Public Comment
- J. Any other Business as Commissioners see fit.
- K. Adjournment  
Next meeting is September 18 ???

Executive Session : none
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