

## AGENDA

**BROOKLINE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
TUESDAY, MAY 23, 2023, 4:30 PM  
90 LONGWOOD AVE**

**AND**

**By Telephone Conference Call: (929) 205 - 6099**

**Meeting ID: 869 3638 2967 Passcode: 482901**

**or by Meeting Link: [ZOOM](#)**

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 April 11, 2023, Board Meeting Minutes.
B. Change order #3 22 High Flooring Project Continental Flooring Co.	Vote to approve change order #3 in the amount of \$23,830.41 with Continental Flooring Company for the Walnut Street Flooring Project.
C. Change Order #1 22 High Flooring Project Architecture	Vote to approve the Change Order #1 in the amount of \$2,640.00 for additional architecture fees associated with contractor CO #'s 1 & 3 which added additional units to the original scope of work.
D. Change Order #2 22 High Flooring Project Wakefield Moving Co.	Vote to approve change order #2 in the amount of \$8,850.00 with Wakefield Moving Company for the moving component of the apartment flooring replacement project at 22 High Street.
E. Change order #s 1 & 2. Bathroom Fans High Street Veterans	Vote to affirm change order #1 and approve change order #2, with Araujo Bros. Plumbing Inc. for the Installation of bathroom Fans.

F. Change Order #1 Fire Alarm Upgrade 11 Harris Street	Vote to approve change order number one in the amount of \$0.00 (time extension) and substantial completion with Laracy Electric Co. for the Fire Alarm Upgrade at 11 Harris Street.
G. Contract Award Removal of Meter Designation High Street Veterans	Vote to affirm a contract for architectural and engineering services with Nangle Engineering Inc., in the amount of \$90,970, for the removal of the master meter designation and electrification of High Street Veterans project.
6. Contract Authorization Brickwork Restoration Kickham Apartments	Vote to authorize the Executive Director to execute a design proposal from BWA Architects not to exceed \$68,700 for the selective repair and restoration of the brick façade at Kickham Apartments.
7. Donation of State Low Income Housing Tax Credits 32 Marion	Vote to authorize the Executive Director to execute a Letter of Intent with Blue Hub Capital to accept a donation of State Low Income Housing Tax Credits.
8. Contract Amendment Abatement & Demolition 32 Marion	Vote to authorize the Executive Director to execute an Amendment to the Construction Contract with Delphi Construction.
9. FY 2023 DHCD Year End Certificates	Vote to approve the FY 2023 Year-End Income and Expense Reports and DHCD Certifications.
10. Section 8 Management Assessment Program	Vote to approve Section 8 Management Assessment Program Certification
11. FY 2023 Write-off Tenant Accounts Receivables	Vote to authorize write-offs of bad debt for the Federal & State Public Housing Program and other BHA properties.
12. Policy Approval Community Rooms	Vote to approve a Community Space Policy to codify procedures for use of BHA community rooms and resources.
13. Policy Approval Reasonable Accommodation	Vote to approve the updated Reasonable Accommodation Policy.
14. BHA Resident Services Quarterly Update	Enclosure. No votes.
15. Upcoming Meeting	Tuesday June 13, 2023.
16. Vote to Adjourn	