

**AGENDA**

**BROOKLINE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS' MEETING  
TUESDAY, OCTOBER 17, 2023, 4:30 PM  
90 Longwood Avenue**

**or by Telephone Conference Call: [\(929\) 205-6099](tel:9292056099)**

**Meeting ID: 882 8179 9301**

**Passcode: 643609**

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

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| 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.J.  |
| A. Approval of Minutes                                    | Vote to approve the September 12, 2023 and October 3, 2023, Board Meeting Minutes.   |
| B. Change Order Walnut Street Apartments Flooring Project | Vote to approve change order #5 in the amount of a \$12,084.00 credit with Continental Flooring Company for the flooring replacement project at Walnut Street Apartments.                                      |
| C. Change Order Walnut Street Apartments Flooring Project | Vote to approve change order #4 in the amount of \$1,320.00 with Garafalo Design Associates Inc. for additional architecture services related to the flooring replacement project at Walnut Street Apartments. |
| D. Substantial Completion Walnut Street                   | Vote to approve substantial completion of the flooring replacement project at Walnut Street Apartments. Substantial  |

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| Apartments Flooring Project                              | completion has been approved by the project architect at Garafalo Design Associates Inc.   |
| E. Contract Approval<br>22 High Street Mailboxes         | Vote to approve a contract with Brookline Lock Company in the amount of \$10,776.00 for the removal and replacement of mailboxes.  |
| F. Contract Approval<br>High Street Veterans Fire Alarm  | Vote to affirm a contract for architectural and engineering services with Nangle Engineering Inc., in the amount of \$98,790.00 for the fire alarm upgrade project at High Street Veterans.  |
| G. Contract Award<br>High Street Veterans Stair Hallways | Vote to approve a contract for the stair hallways renovation/painting and patching project at High Street Veterans to Homer Contracting, Inc. in the amount of \$1,213,000.00.   |
| H. Change Order<br>High Street Veterans Window Well      | Vote to approve change order #1 in the amount of \$9,220.00 with the Canniff Companies for stairwell repairs, coring window wells, and video of the storm drain piping.  |
| I. Contract Award<br>Snowplowing                         | Vote to approve a contract with Horgan Enterprises in the amount of \$134,500.00 for a term of three years for snow removal services at 61 Park Street, 90 Longwood Avenue, and 50 Pleasant Street.  |
| J. CFA Amendment   | Vote to accept Executive Office of Housing and Livable Communities (EOHLC's) amendment #15 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$6,929,713.00 (which constitutes \$5M in a HILAPP award at Trustman and Egmont Veterans for the hallways renovation and replacement of windows/roofing project; \$456,624 in Funding at High Street Veterans (HSV) for the master meter electrification project; \$741,160 for the HILAPP award at HSV for the fire alarm upgrade project; \$731,929 for the Compliance Reserves funding at HSV for paint at the front and rear hallways renovation project; and to accept EOHLC's Contract for Financial Assistance 5010 an award in the amount of \$10,000 for FY24 sustainability funding at HSV for a feasibility study on greenhouse gas emission reduction. |
| 6. Change Order<br>50 Pleasant Street                    | Vote to approve Change Order #36 in the amount of \$158,539.68 with Daniel O'Connell's Sons Inc. to replace gas and water service lines from the street to the building.   |
| 7. Change Order<br>50 Pleasant Street                    | Vote to approve Change Order #110A in the amount of \$100,000 with Daniel O'Connell's Sons Inc. to authorize Premium Time  |

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|   | measures that will accelerate the Phase 2 construction schedule of the project.  |
| 8. 32 Marion Apartments LLC Closing Resolutions | Vote to approve the attached resolutions prepared by the BHA's law firm Nolan Sheehan Patten LLP, regarding financing, ownership and construction of the development of 32 Marion Street Apartments and authorizing the Executive Director to execute the closing documents.   |
| 9. Administrative Plan Amendment                | Vote to approve amendments to the Section 8 Administrative Plan to better streamline operations and compliance, including use of the HUD published Fair Market Rents (FMRs) in non-Brookline locations and bedroom determinations for minors. The amendments are further outlined in a memorandum from John Hillis, Director of Leased Housing and Admissions. |
| 10. Section 8 Payment Standards                 | Vote to approve Section 8 Payment Standards at 92% of the HUD FY 2024 Small Area Fair Market Rents (SAFMRs) for resident-based and project-based units in Brookline, and 110% of HUD regional Fair Market Rents (FMRs) in other locations.   |
| 11. Other Business                              |  |
| 12. Upcoming Meetings                           | November Board Meeting: November 14, 2023, 4:30PM  |
| 13. Vote to Adjourn                             |  |