

CITY OF REVERE

NOTICE OF MEETINGS CITY OF REVERE HOUSING AUTHORITY
As Required by Chapter 28 of Acts of 2009 which amends MGL Chapter 30 A

NAME OF PUBLIC BODY: REVERE HOUSING AUTHORITY

DATE OF MEETING: Wednesday, June 17, 2020

TIME: 6:30 p.m.

PLACE: Remote – Go To Meeting

Please join our meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/953984997>

You can also dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

Access Code: 953-984-997

TOPICS TO BE DISCUSSED:

Agenda

Wednesday, June 17, 2020 6:30 p.m.

Approval of Minutes

Any omissions or corrections before the minutes of the Regular Meeting held on May 20, 2020.

Crime Report

RHA Properties

CORRESPONDENCE

Executive Director's Report

Maintenance Report

Vacancy Report

Occupancy Rate/Plan

Procurement

Approve Application and Certificate of Payment No. 1 for Homer Contracting, Inc., DHCD 248109 Gold Star Mothers 200-1

Selective Replacement of Roofs, Windows and Siding dated June 5, 2020 and approved by the Architect on June 8, 2020 in the amount of \$95,000. (Resolution Needed)

Approve Application and Certificate for Payment No. 1 for Brite-Lite Electrical Co., Inc., – Electrical Upgrades DHCD # 248112 Proctor Avenue 667-1A/Cushman Avenue -667-1B dated May 27, 2020 in the amount of ¹\$6,878 for general conditions (bond and insurance costs). (Resolution Needed)

Approve Application and Certificate for Payment No. 2 for Brite-Lite Electrical Co., Inc., Electrical Upgrades DHCD # 248112 Proctor Avenue 667-1A/Cushman Avenue -667-1B dated May 31, 2020 in the amount of ²\$5,101 (materials only). (Resolution Needed)

Approve Change Order #1 for Brite-Lite Electrical Co., Inc., Electrical Upgrades DHCD # 248112 Proctor Avenue 667-1A/Cushman Avenue -667-1B dated May 29, 2020 in the amount of \$22,724.30. (Resolution Needed)

Fee Accountant Report	Approval of Bills
Capital Funds Summary	Obligation and Expenditure
Payroll Report	Payroll Review
Vendor Report	Approval of Bills
TARs Report	Amounts Collected
Housing Management Report	Recertification Report
Commissioner's Input	
Unfinished Business	Job Analysis – Resident Service Director Update

COVID 19 Update

- a. HUD and DHCD Guidance on Operations (found at <https://www.mass.gov/service-details/public-housing-admin-notices>)
 1. Recertifications, move-ins, work orders, rent collections
 2. Construction on hold

b. Operations at RHA

1. Weekly resident contact via phone
2. Operations and staff coverages

ED Contract Update

- a. Submission of contract with revisions sent to DHCD 06/08/2020
 - ii. Email sent to commissioners 06/08/20 outlining those revisions.
- b. Resolution needed to cover Executive Director's mobile phone plan as originally negotiated with recruiter in October of 2019.

Phone will continue to be used as a secondary and emergency means of contact with the Executive by staff, law enforcement, and board Chair as needed. iPad will continue to be used to as mobile monitoring of emails and online signatures of any pertinent documents as needed.

Covered costs are limited and exclusive to the Executive Director's mobile phone and iPad costs only and total \$120.00 per month.

New Business

- (a) Nangle Engineering Change Order
 - a. Resolution needed for approval of Nangle Engineering Change Order #1 for Fuse Box replacement at Proctor and Cushman DHCD #248112
 - i. Change order due to 1/1/2020 Electrical Code change
 1. MA no longer allows grouping of disconnects in same enclosure
 2. MA now requires the provision of surge protection in new load centers.

- ii. Cost to comply with Massachusetts' required electrical code is \$22,274.30.
(**Massachusetts Electric Code (MEC) Article 230 "Services" paragraph 230.71 B**)

Letter from union business agent requesting commencement of union negotiations on new union contract was emailed to Board Chair on 06/03/2020.

Executive Session Discussion on Union Contract

Adjournment

Please note that the Board of Commissioners may act on items in a different order than they appear on this agenda.
Also, if it so votes, the committee may go into Executive Session

PERSONS INTERESTED ARE ADVISED THAT, IN THE EVENT ANY MATTER TAKEN UP AT THE MEETING
REMAINS UNFINISHED AT THE CLOSE OF THE MEETING, IT MAY BE PUT OFF TO A CONTINUED
SESSION OF THIS MEETING, WITHOUT FURTHER NOTICE.