

## AGENDA

**BROOKLINE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS MEETING  
TUESDAY, JANUARY 12, 2021, 4:30 PM**

By Telephone Conference Call: (929) 205 - 6099  
Meeting ID: 810 6568 1618 Passcode: 801033  
or by Meeting Link: [ZOOM](#)

1. Call to Order	
2. Board Reports	No votes
3. Executive Director Report	No votes. <b>Attachment A – FY2020 Financial Statement and AUP Report.</b>
4. Resident Association Reports	No votes
5. Consent Agenda	Vote to approve Consent Agenda, Items 5.A. through 5.F.
A. Approval of Minutes	Vote to approve the December 8, 2020 Board Meeting and DHCD Annual Plan Public Meeting minutes.
B. Contract Award	Vote to approve a contract for architecture and engineering services with Studio Umbra, in the amount of \$14,000, for the front building exterior doors/locks project at Trustman Apartments.
C. Contract Award	Vote to affirm a contract for architecture and engineering services with Crowley Engineering, Inc. in the amount of \$19,960, for the boiler replacement project at High Street Veterans.
D. Approval of Proprietary Procurement	Vote to authorize the use of Proprietary Products Best Key System in the bid specifications for the doors and locks replacement project at Trustman Apartments.

E. Substantial Completion	Vote to approve Substantial Completion with One Source Construction for the Doors & Locks Replacement Project at the Egmont St. and High St. Veterans Developments. Substantial Completion was approved by the BHA's Architect Garofalo Design Associates, Inc.
F. Substantial Completion	Vote to approve substantial completion with Thomas E. Snowden Inc. for the bathroom fans installation project at Egmont Street Veterans development. Substantial Completion was approved by BHA's engineer Nangle Engineering, Inc.
6. Covid-19 Expenses and Budget Implications	Connor Clark, Strategic Initiatives Coordinator. No Votes.
7. DHCD FY 2021 Budget Revision	Vote to approve Budget Certification Revision for the State Public Housing Program, increasing the budget by the \$133,420 in COVID-19 funds received through DHCD.
8. Administrative Plan Amendment - Section 8	Vote to approve amendments to the Section 8 Administrative Plan related to the Mainstream Vouchers serving non-elderly disabled households.
9. Federal Public Housing Waiver	Vote to approve a temporary waiver to two provisions of the BHA's Federal Public Housing Program, in accordance with PIH Notice 2020-33(HA), REV-2 and pursuant to the provided under the Coronavirus Aid, Relief and Economic Security (CARES) Act.
10. Development Change Orders	Vote to affirm change orders for Morse Apartments, 90 Longwood Ave.
11. Contract Amendment	Vote to approve an amendment to the Agreement between Brookline Housing Authority and Hill International, Inc. to extend the term for construction management services for 61 Park to May 31, 2021 at an additional cost of \$12,219.
12. Elevator Upgrade	Vote to approve a proposal from Associated Elevator to upgrade the elevator at 61 Park at a cost of \$30,000/each.

	Such non-routine extraordinary work is allowed under the existing contract dated November 27, 2019 so long as certain provisions are met. As the construction contract with Colantonio, Inc. ('CI') included an allowance of \$60,000 for this work, CI will provide a credit to the Owner in this amount.
13. Approve Annual Plan	Vote to approve the BHA's 2021 HUD Annual Plan, for Federal Public Housing. <b>Attachment B - HUD Annual Plan.</b>
14. BHA Personnel Policy	Vote to approve the BHA's revised Personnel Policy. <b>Attachment C – BHA Personnel Policy.</b>
15. Other Business	
16. Upcoming Meetings	Extra January Board Meeting: Tuesday, January 26th at 4:30 PM (FY 2022 Budget)  February Board Meeting: February 9 <sup>th</sup> at 4:30 PM
17. Vote to adjourn.	