

Memo

To: All Staff Members
From: Thomas G. Thibeault, Executive Director
Date: 3/28/2024
Re: Notes from the March Board Meeting

At their Regular Meeting on March 28, 2024, the Brockton Housing Authority Board of Commissioners took the following action:

1. Approved the minutes of the Special Meeting of February 28, 2024 as written ;
2. Approved the bills for the Regular Meeting of March 28, 2024;
3. Accepted the Executive Director's Report for March 28, 2024 and put on file;
4. Accepted, with regret, the resignation of Linda Mallard, Assistant Tenant Selection Supervisor effective March 29, 2024. Linda is retiring after 35 years of service and we wish her well;
5. Appointed Tamara Jordan-Collymore to the position of Rental Assistance State Voucher Coordinator effective April 1, 2024;
6. Appointed Flora Marchani to the position of Clerk Typist – Admissions effective April 1, 2024;
7. Approved the updated Brockton Housing Authority Criminal Offender Record Information (CORI) as presented;
8. Accepted the 2023 Year End Financial Comparatives as presented;
9. Approved Change Order #2 in the amount of \$20,260.09 and a no cost 16 calendar day time extension to the contract with Vareika Construction

Inc. of West Bridgewater MA for the common entry door assembly replacement project at Rainbow Terrace and Kennedy Drive;

10. Approved Change Order # a no cost time extension of 47 calendar days the contract with Vareika Construction Inc. of West Bridgewater MA for the common entry door assembly replacement project at Rainbow Terrace and Kennedy Drive;
11. Approved the Certificate of Substantial Completion as of February 2, 2024 and the Certificate of Final Completion as of February 3, 2024 the contract with Vareika Construction Inc. of West Bridgewater MA for the common entry door assembly replacement project at Rainbow Terrace and Kennedy Drive;
12. Approved Revision #1 to the Brockton Housing Authority's 2022 Annual Plan and the 2022-2026 Five Year Capital Improvement Plan;
13. Approved Revision #1 to the Brockton Housing Authority's 2023 Annual Plan and the 2023-2027 Five Year Capital Improvement Plan;
14. Awarded a contract in the amount of \$572,000 to Triumph Roofing Inc. of Baldwinsville MA for the roof replacement project at Belair Heights;
15. Approved the Amended Brockton Housing Authority Section 8 Administrative Plan as presented;