

**MEETING NOTICE**  
**TOWN OF ANDOVER**

**Town Clerk Date Stamp**

Board/Committee Name: ANDOVER HOUSING AUTHORITY  
MONTHLY MEETING

Date: OCTOBER 19, 2022  
Time of Meeting: 5:00 P.M.

Location: VIRTUTAL OPTION AND IN PERSON AT  
FRYE CIRCLE COMMUNITY ROOM  
256 NO. MAIN STREET  
ANDOVER, MA 01810

ANDOVER TOWN CLERK  
RCUD 2022 OCT 17 PM 2:08



Signature

Executive Director

**10/17/2022 REVISED**

**Andover Housing Authority's Monthly Board Meeting**

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/960162237>

**You can also dial in using your phone.**

Access Code: 960-162-237

United States (Toll Free): 1 866 899 4679

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## AGENDA

1. Call to Order and Roll Call:
2. Acceptance of Minutes from The Regular Board Meeting held on September 21<sup>st</sup>, 2022
3. Financial:
  - a. Budget Revision FY 2022 with Board Approval
  - b. Monthly Statements Ending for September 30<sup>th</sup>, 2022
  - c. Quarterly Statements Ending for September 30<sup>th</sup>, 2022
  - d. Modernization Cost Reports Ending for September 30<sup>th</sup>, 2022
4. Bills - Warrant:
5. Communication(s) received from:
  - a. PHN 2022-21 Preservation and Modernization Resources for LHA-owned Section 8 NCSR Developments
  - b. PHN 2022-20 705 Repositioning NOFA
  - c. PHN 2022-19 NCSR Recapitalization NOFA
  - d. PHN 2022-18 State Units Federalization NOFA
  - e. PHN 2022-17 Fire Alarm Testing and Maintenance Requirements
  - f. PHN 2022-16 FY2023 Budget Guidelines
  - g. PHN 2022-15 Vacancy Waiver Policy Update
  - h. PHN 2022-14 Resident Service Coordinators Notice of Funding Availability (NOFA)
6. Report of Executive Director (written provided on program utilization, and contract, etc.)
7. Other Matters-Public Participation:
8. Unfinished Construction Business:
  - a. FISH # 009090-Bathroom Ventilation Project-Change order approval CO#1
  - b. Chestnut Court Bleeder Valve Replacement and Board Approval for Payment
  - c. Retaining wall progress for Frye Circle board approval for 1<sup>st</sup> payment
  - d. Board Approval to submit payment to outstanding invoices for Gaffney Corporation Contractors
  - e. Frye Circle vacant unit project
  - f. FISH # 009085 Concrete Porch and Railing Replacement
9. New Business:
  - a. Executive Director recommendation for Check signing and Board Approval
  - b. Board Approval for the day after Thanksgiving
  - c. Continuation for remote Work on Fridays
  - d. Probability to hire an Assistant Executive Director/ Part time Champ Specialist
  - e. Executive Director Contract Renewal Board Review and Approval
  - f. Union Negotiations for 2023
  - g. Andover Housing entering into Service Contracts for Vendors
  - h. Board Vote for Approval to submit the RSC Application
  - i. FY 2021 Audit Report Results and Hand Out to Board
  - j. Board Vote to Dispose of Obsolete Honda Tactor to be donated
  - k. Board Approval to have storage container donated by the DPW to the AHA.
10. Adjournment:
11. Executive Session: (If Necessary)