

Hudson Housing Authority Agenda

Place of Meeting:

**Norma Oliver Village Community Center (4 Glen Rd)
Hudson, MA 01749
November 13, 2025
6:30 P.M.**

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§ 18-25

1. Call to order
2. Minutes to be Approved
 - a. Minutes of October 16, 2025 regular meeting
 - b. Minutes of the October 16, 2025 executive session meeting
3. Financial Reporting and Accounts Payable
 - a. Budget comparative report 10/1/24 through 9/30/25
 - b. FYE 9/30/2025 PROCESSING
 - i. Board to consider approval of FYE 9/30/25 forms and certifications for submission to HUD and/or EOHLC, and to authorize the Executive Director and/or Chairperson to sign applicable forms for same, including:
 - i. Top 5 Compensation Form
 - ii. Year End Financial Statements
 - iii. Tenant Accounts Receivables Data
 - iv. Compliance with Notification Procedures for Lead Paint Laws
 - v. FY25 submission of Executive Director/Board Approval Regarding Wage Match form for annual acknowledgement of policies related to the Wage Match system
 - c. Board to consider approval of FY2026 Executive Director Salary Schedule
 - d. Board to consider approval of updated Executive Director At-Will Agreement with Jaclyn Beaulieu
 - e. Board to consider approval of the HHA FY2026 BUDGET
 - a. Accounts Payable Report for September 2025
 - b. Accounts Payable Report for October 2025

4. Warrants:

- a. Transfer of Funds: October 2025
- b. Payroll: October 2025
- c. Housing Assistance Payments: November 2025

5. Capital Projects and Contracts

- a. Project 667-1&2 Brigham Cir Common Area Floor Replacement (FISH 141420)
 - i. Project progress update: Construction start date 11/10/25
- b. Project 667-1&2 Brigham Circle Site Work and Paving (FISH 141416)
 - i. Project progress update: Site/property survey continues
- c. Project 667-1&2 Brigham Circle hot water heater replacement
 - i. Board to consider approval of contact with Rogue Engineering & Design for designer services in the amount of \$12,360
- d. Project MA091-1 Norma Oliver Village Community Center Generator
 - i. Project progress update: still waiting on generator
- e. Project 689: 49 Washington Street 2nd floor bathroom upgrade
 - i. Board to consider approval of Certificate of Final Completion and final contract payment to Sorella Contracting, Inc. in the amount of \$1,492.14
- f. Project 689: 49 Washington Street side ramp upgrade
 - i. Project progress update: Vance Architects continues work on design phase

6. New Business

- a. Board to consider renewal of contract with fee accountant Milne, Shaw, & Robillard for FY26 and FY27
- b. Board to consider acceptance of quote from New England Gutter Company for gutter cleaning at all HHA properties in the amount of \$5,439

7. Old Business

- a. Board to defer discussion of the Smoke Free Policy at Norma Oliver Village to the December meeting

8. Other Business

- a. Public attendee comments and questions on agenda items
- c. Board to note the date and time for the next regular meeting

9. Executive Session

10. Adjournment

Posted By:	Jaclyn Beaulieu
Posted Date:	November 7, 2025
Revised Date:	November 10, 2025