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## **MEETING NOTICE**

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A § 20 Act relative to extending certain COVID-19 measures adopted during the state of emergency

### **Marblehead Housing Authority Board of Commissioners**

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Name of Board/Committee

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#### **HYBRID MEETING**

Address: Marblehead Senior Center, 10 Humphrey Street, Marblehead, MA 01945 ROOM: Dining Room **-OR-**  
By zoom. Join from PC, Mac, iPad, or Android:  
<https://us02web.zoom.us/j/83512613538?pwd=Tp53TJAgBDPVHj4Ya9TsF9aGOC5FCK.1>  
Phone one-tap: +13017158592,,83512613538#,,,,\*352989# US (Washington DC)  
+13052241968,,83512613538#,,,,\*352989# US  
Webinar ID: 835 1261 3538 Passcode: 352989

<b>Tuesday</b>	<b>December</b>	<b>17</b>	<b>2024</b>	<b>6:00 pm</b>
<b>Day of week</b>	<b>Month</b>	<b>Date</b>	<b>Year</b>	<b>Time</b>

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

\*All the reports and supporting documents related to this meeting can be found on [www.marbleheadha.org](http://www.marbleheadha.org)

1. Roll Call
2. Winn Companies Introduction to Board-Key leadership members of Winn Companies to introduce themselves to the Board and attendees of the meeting. Discussion with regard to the company members and the vision for work with Marblehead Housing Authority.
3. Approval of Minutes of Regular Meeting held on November 19, 2024-An opportunity for Board members to review the previous meeting minutes, ask questions and vote on the approval of the minutes.
4. Public/Resident Participation -An opportunity for resident/public comments/questions of the Board
5. Report of the Executive Director-The report summarizes data/activities of the month in all departments of the agency.
6. Communications-

Modernization Report-shows listing of modernization projects and status of the work

Work Order Report-shows the completed and uncompleted work orders for the previous month performed by the Maintenance Department

Move in Move Out Report-shows how many people have vacated units and how many people have moved into units in the agency portfolio of housing units

Vacancy Report-Shows how many vacancies exist in the agency portfolio of housing units and the status of those vacant units regarding repair and refurbishment

State-wide waitlist Data Report-shows how many housing applications have been pulled in the past month and how many applications resulted in housing unit offers

Service Coordinator Report- shows data on how many residents were given services coordination and referrals to support services and how many referrals were made to the Service Coordinator the past month.

Draft Annual Plan/Capital Improvement Plan-For Board's information, the agency draft Annual Plan/Capital Improvement Plan to be submitted to the State in October following any public and resident comment at Public Hearing September 17, 2024.

7. Items from Commissioners -An opportunity for the Board members to raise any ideas, concerns or questions
8. Report from Committees -The only committee at the Marblehead Housing Authority currently is the Resident Engagement Committee. This committee will provide any updates on new engagement activities or events for residents since the last meeting.
9. New Business Items that Involve Discussion by the Board or Votes
  - a. Board Vote-Bills/Payment transactions for the Agency for November 2024.
  - b. Board Vote-Quarterly Financial Statements as provided by Fenten Ewald and Associates for quarter ending 10/30/24.
  - c. Board Vote-New Hire-Kevin Antonio Vasquez-Saez for Maintenance Laborer.
  - d. Board Vote-Amendment to the Contract for Financial Assistance in the amount of \$1,129,446.04 which includes formula funding for fiscal year 2026 and 2027.
  - e. Board Vote-Adjournment-Ending of the Meeting

**Hybrid Meeting Notice:** Members of the public are welcome to attend this in-person at the Senior Center Dining Room, 10 Humphrey Street, Marblehead MA 01945 or by the remote zoom connection provided. Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Jenn Schaeffner

Posted by: Cathy Hoog

Date: December 12, 2024