

Town Clerk-Wakefield, Ma.
12/14/2023 10:51 AM

WAKEFIELD HOUSING AUTHORITY



**26 CRESCENT STREET
WAKEFIELD, MA 01880-2430
TEL. (781) 245-7328
FAX (781) 245-5136**

December 13, 2023

**Town Clerk
William Lee Memorial Town Hall
1 Lafayette Street
Wakefield, MA 01880**

Notice is hereby given in accordance with M.G.L.c30A §20 that the Regular Meeting of the Wakefield Housing Authority will be held on: Wednesday, December 20, 2023 at 4:00 p.m.

The meeting will be in person at Crystal View Apartments 101 Broadway, Wakefield, MA. The meeting will be held in the community room, the entrance door is to the left of the main doorway. The meeting is also available remotely please see the information below.

**Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/178093621> You can also dial in using your phone.
Access Code: 178-093-621 United States (Toll Free): [1 877 309 2073](tel:18773092073)**

**WAKEFIELD HOUSING AUTHORITY
AGENDA
REGULAR BOARD MEETING
Wednesday, December 20, 2023**

1. Roll Call
2. Public Participation: Any member of the public who wishes to address the Board may speak for up to two minutes after acknowledgement by the Chairman. In the event that an issue raised requires further deliberation or action by the Board, the item will be added to a future meeting agenda.
3. Reading and approval of the minutes of the Regular Board Meeting of November 29, 2023
4. VOTE: To approve the cash disbursements for November 2023
5. VOTE: To approve the Sect. 8 and MRVP disbursements for November 2023
6. EXECUTIVE DIRECTOR'S REPORT AND CORRESPONDENCE
 - a. Massachusetts Municipal Depository Trust Reports for November 2023
 - b. Financial Statements
 - c. Occupancy Report/Waiting List Update
 - d. Correspondences
7. OTHER BUSINESS
 - a. Elm Street Siding Project: Update
 - b. 689 Deck Repairs: Update
 - c. ARPA award from DHCD: Update
 - d. DHCD Budget Fiscal Year 2024: Budget Presentation
 - e. Crystal View Floor Project
 - f. Fenton Ewald & Associates, P.C. Contract Accounting
 - g. Executive Director Vacation Time
 - h. Management Agreements
8. MATTERS NOT ANTICIPATED FOR AGENDA: Any matters not anticipated prior to the 48 hour public notice requirement but necessitating immediate action by the Board

The next Board Meeting to be held on January 24, 2024 at 4:00 p.m.

**Please note that the board may act on items in a different order than they appear on this agenda.
Also, if it so votes, the committee may go into Executive Session.**

PERSONS INTERESTED ARE ADVISED THAT, IN THE EVENT ANY MATTER TAKEN UP REMAINS UNFINISHED AT THE CLOSE OF THE MEETING, IT MAY BE PUT OFF TO A CONTINUED SESSION OF THIS MEETING, WITHOUT FURTHER NOTICE.

Sincerely yours,

Maureen E. Hickey

Executive Director