

METHUEN HOUSING AUTHORITY

Regular Meeting

Agenda

March 13, 2024; 6:00 P.M.

The meeting will be held at the Community Room located at 22 Mystic Street: Methuen, MA

1. Roll Call

2. Public Participation

3. Approval of Minutes

- Regular Meeting Minutes – February 14, 2024
- Special Meeting Minutes – February 22, 2024
- Special Meeting Minutes – March 1, 2024

4. Correspondence

- Resident Service Coordinator Initiative Funding Notice of Award
- PHN 2024-03 Updates to Vacant Unit Policies
- PHN 2024-04 Updates to Capital Project Implementation Processes
- 2017-13 Clarification on Tenants Accounts Receivable (TAR)
- Senior Housing Newsletter

5. Approval of Payments (2/1/2024 – 2/29/2024)

6. Reports

- Executive Director Report
- Work Order Report
- Public Housing Report
- Public Housing Leased Unit Report/ Vacancy Report
- Resident Service Coordinator Report
- HCV Leased Housing Report
- Family Self-Sufficiency Report
- Methuen Development Corporation Report
- Financial Statements Month Ending January 31, 2024
- Attic Sustainability Follow-Up Report

7. New Business

- Consideration of Awarding Project #181139; Roof Replacement, 75 Edgewood Ave, Bldg 2 to FRG Contractor Corp.
- Executive Director FY2024 Annual Review
- Executive Director Goal Setting FY 2025

8. Adjournment

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METHUEN, MA
2024 MAR 11 AM 7:39

Methuen Housing Authority
Public Participation at Board Meetings

RECEIVED
CITY CLERK'S OFFICE
METHUEN, MA

2024 MAR 11 AM 7:39

Designated Time for Public Participation

Members of the public may comment at Board meetings during the portion of the meeting designated to receive public comment. At all other times during a Board meeting, the public shall not enter into discussion or debate on matters being considered by the Board, unless requested by the Board Chair

Public participation is an individual's opportunity to express his/her opinion on issues of Housing Authority business. It is not a discussion, debate, or dialogue between individuals and the Board. Individuals may address topics on the agenda, items specified for Public Comment, or items within the scope of responsibility of the Board.

Individuals who wish to participate during the portion of the meeting designated for public comment shall identify him/herself by name and address and shall indicate the item on which they wish to address the Board. Individuals are limited to a comment period of not more than 5 minutes.

If the meeting is to be conducted remotely, instructions will be provided and posted with the agenda on how to participate during public participation.

Role of the Board Chair

The Board Chair is responsible for the management of the public comment period. The Board Chair, in their sole discretion, may take the following actions when necessary for effective meeting management:

- Adjust the overall time limit for public comment.
- Adjust the speaking time allotted to each speaker.
- Determine that a comment or concern is not appropriate for public comment. Items not appropriate for public comment include but are not limited to, items not on the Board meeting agenda, disclosing private personal information about another individual, the use of vulgarity, and the use of threats.

Disruption of the meeting by members of the public will not be tolerated. If, after at least one warning from the Board Chair, any individual continues to disrupt the meeting with their words or actions, they will be asked to leave or will be muted in the event of a remote meeting.

Responses to Items Raised During Public Comment

Board members will not respond to items raised during public comment. This is a time for the public to express their views.