



**MEETING NOTICE**  
**City of Beverly, Massachusetts**

CITY OF BEVERLY  
RECEIVED AND RECORDED  
CITY CLERK'S OFFICE

2023 NOV 14 A 8:26

**Governing Body:** Beverly Housing Authority

**Meeting Place:** 137R Bridge Street, Beverly, MA 01915

**Day, Date &  
Time of Meeting:** THURSDAY, NOVEMBER 16, 2023 11:00 A.M.

Signed: *Ultrad Roy* Date: \_\_\_\_\_

Chairman or Secretary

All meeting notices must be filed and time stamped in the City Clerk's Office and posted on the Municipal Bulletin Board at least 48 hours before the meeting.

**ATTACHMENT NO. 3**  
**Clerk's Certificate**

I, Lisa E. Kent, certify:

That I am duly appointed, qualified and clerk of the City of Beverly whereby the Beverly Housing Authority has been appointed and:

1. That a notice of a **REGULAR** Meeting of said Beverly Housing Authority, a copy of which notice is annexed hereto, to be held at **11:00 AM** on **THURSDAY, NOVEMBER 16, 2023** was filed with me at least 48 hours prior to the stated time of said meeting and:
2. That I immediately caused the said notice of meeting to be posted publicly on the Principal Bulletin of said City of Beverly.
3. That the posting of the above notice was made pursuant to the provisions of Section 23A of Chapter 39 of the General Laws of Massachusetts as amended. (C. 626, Acts of 1958)

*Lisa E Kent*

Dated Beverly, MA \_\_\_\_\_ City Clerk \_\_\_\_\_

**BEVERLY HOUSING AUTHORITY**

**AGENDA**

**173R BRIDGE STREET**

**BEVERLY, MA 01915**

**REGULAR MEETING**

Thursday, November 16, 2023

**11:00 A.M.**

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1. Call to Order
2. Notice of Meeting
3. Approval of Minutes: Regular Meeting – October 19, 2023
4. Tenant's Report
5. Director's Report
6. Financial Report
7. New Business
  - A. Approve and authorize the Executive Director to issue Payables and Payroll in the amount of \$487,570.06 for the month of October 2023.
  - B. Approve and authorize the Executive Director to issue Section 8 and MRVP Housing Assistance payments in the amount of \$842,186.03 for the month of October 2023.
  - C. Approve and authorize the Executive Director to implement the 2024 Section 8 Housing Choice Voucher Utility Allowance Schedule effective January 1, 2024, as presented.
  - D. Approve and authorize the Executive Director to adopt the 2024 Section 8 Housing Choice Voucher Payment Standards effective January 1, 2024, as follows:

SRO (75% of 0 Bedroom)	\$1,659.00
0 Bedroom	\$2,212.00
1 Bedroom	\$2,543.00
2 Bedrooms	\$3,024.00
3 Bedrooms	\$3,657.00
4 Bedrooms	\$4,028.00
  - E. Approve and authorize the Executive Director to implement the 2024 Federal Public Housing Flat Rent effective January 1, 2024, as follows:

1 Bedroom	\$1,902.00
2 Bedrooms	\$1,977.00
3 Bedrooms	\$2,380.00
  - F. Approve and authorize the Executive Director to implement the 2024 Utility Allowance for Federal Public Housing effective January 1, 2024, as follows:

2 Bedrooms	\$285.00
3 Bedrooms	\$354.00
  - G. Approve and authorize the Executive Director to execute a contract with Alvarado Construction, Lynn, MA, for the 2023/2024 Annual Snow Removal Services Contract, in the amount of \$48,750.00 as estimated for bid comparison.
  - H. Approve and authorize the Executive Director to issue Change Order #1 to Cape Cod Builders in the amount of \$59,800.00 for the replacement of deteriorated roof sheathing along roof edges. This was unforeseen until the contractor began stripping shingles at Essex Street. (EOHLC 030109)
  - I. Approve and authorize the Executive Director to issue Change Order #2 to Cape Cod Builders in the amount of \$80,863.00 for the replacement of deteriorated roof sheathing in addition to those already listed in Change Order #1. Also included is selective roof rafter and siding repairs at Essex Street. (EOHLC 030109)

- J. Approve and authorize the Executive Director to issue a credit under Change Order #45 to Vareika Construction in the amount of (\$3,448.70) for stolen baseboards from two units at Balch Street. (EOHLC 030093)
  - K. Approve and authorize the Executive Director to issue Change Order #47 to Vareika Construction in the amount of \$10,784.52 for work required to for electrical tie-in flow switches which connect the new fire alarms to the new sprinkler systems in Buildings A and B at Balch Street. (EOHLC 030093)
  - L. Approve and authorize the Executive Director to issue Change Order #48 to Vareika Construction in the amount of \$5,392.26 for work required to for electrical tie-in flow switches which connect the new fire alarms to the new sprinkler system in Building C at Balch Street. (EOHLC 030093)
  - M. Approve and authorize the Executive Director to issue Change Order #49 to Vareika Construction in the amount of \$14,399.15 for work related to installing the new baseboard heat not covered by Action Inc. This includes installing new thermostats and wiring from the apartment to the boiler at each unit at Balch Street. (EOHLC 030093)
  - N. Approve and authorize the Executive Director to issue Change Order #50 to Vareika Construction in the amount of \$3,485.81 for installation of quarter round at select gap areas where multiple layers of old flooring were removed, and a new single layer of flooring was installed at Balch Street. (EOHLC 030093)
  - O. Approve and authorize the Executive Director to issue Change Order #51 to Vareika Construction in the amount of \$3,303.32 for the demolition of unsafe bulkheads at Buildings A and B and work required to scrape and paint the existing basement metal railings at Balch Street. (EOHLC 030093)
  - P. Approve and authorize the Executive Director to issue Change Order #52 to Vareika Construction in the amount of \$4,582.86 for additional sprinkler heads required in the basements of Buildings A and B at Balch Street. (EOHLC 030093)
  - Q. Approve and authorize the Executive Director to issue Change Order #53 to Vareika Construction in the amount of \$2,281.44 for additional sprinkler heads required in the basement of Building C at Balch Street. (EOHLC 030093)
  - R. Approve and authorize the Executive Director to issue Change Order #54 to Vareika Construction in the amount of \$33,436.58 for painting the CPVC sprinkler pipes in all units at Balch Street. (EOHLC 030093)
- 8. Communications
    - A. Public Housing Report
    - B. Rental Assistance Report
    - C. Maintenance Report
  - 9. Old Business
  - 10. Executive Session
    - Request to report on a personnel issue
  - 11. Adjournment