



West Boylston Housing Authority

c/o Leominster Housing Authority, Managing Agent
100 Main Street
Leominster, MA 01453
978-537-5300 Fax 978-534-5335

Town Clerk Received:

NOTICE OF ANNUAL MEETING

Submitted by: Benjamin Gold, Executive Director 8/12/2020

The West Boylston Housing Authority will meet virtually on Thursday, August 20th at 4:30 pm. Due to social distancing guidelines related to the COVID-19 state of emergency, this meeting will be held remotely, not at the West Boylston Housing Authority's 87 Maple Street offices. The public is invited call in to the meeting via phone. To do so, call the conference line at **1 877 309 2073** and enter the **Access Code 332-715-341** followed by the # sign. The meeting will start promptly at 4:30 pm. The Board Chair will conduct the meeting and all discussion will be strictly limited to matters on the agenda. Participants will be instructed on the appropriate time and manner for public comment during the meeting.

ITEMS TO BE DISCUSSED

1. **Meeting Called to Order**
 - a. Roll Call
 - b. Approval of Regular Minutes of June 18, 2020
2. **Executive Director Report**
 - a. COVID-19 Update
 - b. Virtual Town Hall Held July 23
 - c. Virtual MassNAHRO Conference
3. **Financials**
 - a. Approval of Financial Reports for June/July 2020
 - b. Agreed-Upon Procedures (AUP) Draft Report – December 31, 2019
4. **Administration**
 - a. Modernization/Work Order Report
 - b. State-Aided Housing Report
5. **Unfinished Business** - None
6. **New Business**
 - a. Resolution 2020-08-01 Approval for Termination of Garage Addition Project
 - b. Resolution 2020-08-02 Approval of New Garage Addition Project Contract Award
 - c. Resolution 2020-08-03 Approval to Adopt Tenant Personal Property Policy
 - d. Resolution 2020-08-04 Approval to Adopt Revised CORI Procedures
7. **Other Correspondence**
 - a. RCAT Advisory Board Quarterly Meeting Notice
 - b. DHCD Public Housing Notices 2020-23 to 2020-28
8. **Resident Participation** – None Requested
9. **Motion to Adjourn** – Next meeting scheduled for September 24, 2020